

Sexual Assault Response Coordinator Job Description

About DEWC

The Downtown Eastside Women's Centre (DEWC) exists to support and empower women and children, living in extreme poverty in the Downtown Eastside of Vancouver, who are particularly vulnerable to violence, exploitation, injustice and injury. Through low barrier Drop-In Centers and Emergency Shelters, DEWC provides basic need services, programs, and specialized supports to over 700 women and children daily to help them survive the conditions that surround them.

Job Summary

The role of the Sexual Assault Response Coordinator will center on coordination of care to ensure seamless access to resources to support healing from violence. She will support women survivors of sexual violence through trauma-informed approaches.

Reporting directly to the Specialized Services Manager, the Sexual Assault Response Coordinator will work in collaboration with other DEWC staff to promote integrated services to women. She will work from a feminist perspective and within an anti-oppression framework.

Key Duties & Responsibilities

- Provides trauma-informed, harm reduction and integrated linkage to internal and external support services to survivors of sexual violence and assaults
- Advocates, liaises, and coordinates service access with multiple community partners to support coordination of services
- Supports assessment of needs and provides case management support to link to internal and external supports including crises counselling, victim services, police, medical care, and other community based providers as needed
- Devises a service plan with woman, establishes goals to meet determined needs, while providing coordination of service through culturally informed lens
- Provides accompaniment as needed including initial police interviews, medical services for sexual assault services, etc.
- Actively liaises with community service agencies, including other sexual assault response programs, to develop relationships and maintain up-to-date information about available resources
- Facilitates information sessions and support groups for women who have experienced sexual violence
- Facilitates workshops and training with DEWC staff and other service providers to create awareness and visibility around sexual violence and assault
- Participates in community networking, advisory committees and professional development trainings as appropriate
- Work collaboratively with other DEWC programs and service, providing support and coverage were needed, including the Drop In and/or Shelter
- Other related duties not specified that may be assigned from time to time

Required Qualifications:

- Two years related experience, preferably working with marginalized women
- Formal trauma informed crises counselling training required
- Ability to work from a strong feminist analysis and within an intersectional, anti-oppression framework
- High degree of self-awareness and cultural competence, including the ability to adapt approaches to the cultural needs and practices of each woman
- Understanding of and strict adherence to confidentiality, policies, regulations, and procedures.
- Knowledge of relevant systems, institutions and supports for women, including gaps and barriers to services and resources
- Must have a strong working knowledge and analysis of the issues impacting women in the downtown eastside, including gender based violence, mental health, homelessness, and addictions with an understanding of trauma-informed care responses.
- Strong conflict resolution skills and practice
- Strong computer experience and skills including using Microsoft 365 products and database management,
- Demonstrated crises intervention training and experience
- Excellent communication skills required, including the ability to work in a respectful and cooperative manner with co-workers, volunteers, and center members.
- Ability to work within a chaotic environment and with a diverse community of women
- A First Aid certificate and NVCI is required
- Candidate must undergo a criminal record check
- Women with addiction issues need to be at least 2 years clean and sober
- Hourly position that requires some work outside of normal business hours to undertake position responsibilities, meet deadlines, and ensure delivery of high-quality programs and services

Position reports to: Specialized Services Manager

Organizational Status

The Downtown Eastside Women's Centre operates on the unceded & ancestral Musqueam, Squamish & Tsleil-Waututh Territories (*x^wməθk^wəy'əm*, *Skwxwú7mesh*, and *səlílwətaʔ*), to provide a safe, non-judgmental environment for women from all walks of life, who live and/or work in the Downtown Eastside. To achieve this goal, DEWC provides supportive surroundings with meals, shelter, advocacy and programs which nurture and empower members. The Downtown Eastside (DTES) as a neighborhood is well-known within Vancouver and even across Canada for its disproportionate levels of poverty, gender-based violence, and extreme marginalization. Home to populations made vulnerable including those who are homeless, have mental illness, and/or addictions. It is also a place known for its creativity, community activism, and tenacity in the face of tremendous stigma.

DEWC staff are called to enhance connections and collaboration and promote an atmosphere of safety in all aspects of their work. DEWC acknowledges that our work environment is directly impacted by all forms of oppression and the impact of colonialism where staff will be witness to women's trauma and the consequences of injustice.