



HAMILTON-WENTWORTH CHAPTER OF NATIVE'S WOMEN'S INC.

NATIVE WOMEN'S CENTRE Employment Posting

1. Identifying Information

POSITION:	Indigenous Violence Against Women Case Manager (IVAWCM)
PROGRAM/LOCATION:	Honouring the Circle, Transitional Housing Program
SUPERVISOR:	VAW Program Manager/Executive Director
HOURS:	Full-Time (40 hours)
DEADLINE DATE:	<u>To apply before Monday September 10th 4:00pm</u>

2. Position Summary

The IVAWCM priority focus is to increase coordinated access to systems of care and provide prevention focused services that promote well-being and family preservation utilizing culturally specific right to service framework.

The service is provided specifically to Indigenous women to support the delivery of culturally grounded, holistic and preventative focused support. Service users will be referred to VAW services and supports for Indigenous women, children, youth and families. The supports will be culturally rooted, holistic, to enable navigation through the complex systems.

The IVAWCM will deliver housing supports, resources and services to residents of the Native Women's Centre, Mountain View Program, Healing Sisters and Transitional Housing Program. The IVAWCM will be a community support who will receive referrals from community agencies to support those experiencing violence and abuse. The IVAWCM will work (with the demographic of rural, urban and remote/reserve populations) in partnership with the Native Women's Centre programs, Indigenous agencies and other agencies supporting Indigenous women both enrolled in Transitional Housing Supports and will support women moving from Shelter and Crisis Services into permanent and transitional housing.

The IVAWCM is part of the Operational Team and is subject to direction given by the VAW Program Manager and Executive Director and also acts in a Management role for programs offered at Honouring the Circle.

3. Job Duties (includes, but not limited to):

- Comply with Native Women's Centre Policies and Procedures
- Participate effectively in internal meetings
- Work cooperatively with the VAW Program Manager and Executive Director to provide efficient, well-coordinated services, case management and supervision of programming offered at Honouring the Circle
- Work with all service users to ensure they feel safe in their environment, are productive in their lives



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- Engaging service users by assisting and referring them to community supports to establish violence free lives
- Work with other agencies to provide services when needed
- Facilitates education on VAW to service users via 1:1 training, group circles and or external workshops to community reducing impoverishment
- Understands intergenerational trauma and historical impacts within Indigenous communities existing today
- Document case notes and relevant information into data base
- Provide updates to workshop/service users life skills following our life skills program including but not limited to: legal issues, boundaries, safety planning, social planning, papers in order, goal setting, along with other skills needed with this population
- Attend mandatory staff meetings
- Completes intake, assessments, supports, referrals and counselling, as required
- Provide outreach supports for service users identified
- Provides culturally restorative, holistic services to service users that have experienced violence
- Assists service users in safety planning, plans of care, transitional services
- Maintain confidentiality and understands its limitations
- Promotes a professional and favourable image of the Native Women's Centre
- Other duties as assigned

4. Qualifications

- Undergraduate degree in Social Work with 4+ years of experience in field, evident in application
- Management of cases and teams with 3+ years of experience
- Possess a thorough knowledge and understanding of Indigenous people, culture, history and traditions
- Knowledge of social justice practices recognizing value and dignity of all people irrespective of culture, status, gender, age, sexuality, religion, education, ability and appearance
- Strong Knowledge of local community resources
- Proficiency in the use of computers for word processing, excel, presentations, data collection, statistics and management, email and internet.
- Ability to work with a team, and to work individually
- Demonstrated skills in competency and sensitivity to work through a trauma informed lens
- Through understanding of societal issues facing Indigenous Women
- Understanding of the Child and Family Services Act, related protocols for shelters, missing persons
- Strong interpersonal skills, communication skills and supervision
- Access to a reliable vehicle, possession of a valid driver's license
- Must be able to obtain a clear criminal record check with vulnerable screening
- Class G Driver's License required

Forward your resume and cover letter with two (2) recent references to:

Cindilee Ecker-Flagg, Executive Director



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**NATIVE WOMEN'S CENTRE
Employment Posting**

Native Women's Centre 1900 King St. East PO Box 69036 Hamilton, ON L8K 1W0
ed@nativewomenscentre.com

**Thank you to all applicants applying; only those chosen for an interview will be contacted. .
Preference will be given to qualified applicants of Indigenous descent and are encouraged to apply.**