

SAGE HAVEN SOCIETY

June 25, 2025

Internal/External Job Posting Full-Time Permanent Community-Based Victim Services Worker

Purpose

The Community-based Victim Services Coordinator provides emotional support and justice-related services to victims of intimate violence (sexual assault, historic sexual abuse, domestic violence, criminal harassment, stalking, date rape, residential school abuse, etc.). This program supports women, men, children, youth, and families.

Start Date: Immediate

Site: Located at the Port Alberni 3rd Avenue office of the agency

Hours: 35 hours per week, Monday to Friday, 8:30 am – 4:30 pm with an unpaid hour for lunch. This is an in-person position (not a hybrid).

Skills: This position supports victims of intimate crimes (domestic violence, sexual assault, stalking, etc.) by providing:

- emotional support
- information about the criminal justice system including case-specific information
- knowledge and assistance with developing safety plans
- practical assistance including referrals, help completing victim impact statements and applications to the Crime Victim Assistance Program, and orientation to witness and court procedures; and
- accompaniment to hospital, RCMP, court, and other appointments.

Applicant must have:

- clear understanding of Violence Against Women
- conflict resolution and negotiation skills
- proven skills and experiences working with vulnerable client populations that include all ages, genders and cultures
- computer literacy and knowledge of provincial and federal online applications

Education:

- University degree in related field (Criminology, for example).
- Three years directly related service or equivalent combination of education and experience.

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- Knowledge of the criminal justice, legal, medical, and social service systems as they relate to intimate crime issues.
- Understanding of trauma and the impact of intimate crime on individuals and families.

Salary: Health Sciences Association of BC, Grid Level 12 \$29.17/hr. - \$33.49/hr.
This position requires Union Membership
Employee may be required to use an automobile in the performance of duties

Apply: By email: to efrood@sagehavensociety.org by noon Friday, July 4, 2025

Only Candidates being considered will be contacted