



Team Lead- Child & Family Program

(Full-time, indeterminate position)

*Please note that this employment posting is **only open to people who identify as women** (as per the provisions set out in Section 24 of the Ontario Human Rights Code*

Interval House of Ottawa is a 30-bed emergency home for women and their children fleeing violence.

SCOPE OF POSITION

Under the supervision of the Human Resources and Residential Program Manager, the Team Lead, Child & Family Worker is responsible for provision of children and youth services at Interval House of Ottawa-Maison Interval d'Ottawa (IHO), in accordance with the IHO mission and basic beliefs, and the needs of diverse communities. Specifically, to intervene in crisis, provide short-term supportive counselling and practical supports to children and mothers, facilitate programming and support groups, provide coordination, mentoring, guidance and support to IHO staff, Andrew Fleck staff and students working in the Family Support Program, advocate on behalf of the needs of the families, and make referrals to community resources.

PRINCIPLE DUTIES & RESPONSIBILITIES

1. Provide direct service to families

- Conduct intakes, assessments and discharge processes for families residing at IHO;
- Ensure families are mentored through their challenges by building on their strengths, tools and resources.
- Work with the Family Support team to research, develop, implement and facilitate new and evolving programs/groups for children of varying ages and their mothers;
- Assist in the implementation of a parent-child support strategy to be used by all staff that focuses on the skills of problem-solving, non-violent disciplining and building children's self-esteem;
- In conjunction with the Family Support team, plan and implement Special Events that include a safe family component (March Break, summer outings, diverse celebrations) Educate families on the issue of violence against women;
- Provide safety planning for families while in residence and for their return to community living;
- Provide parenting related crisis intervention and offer behavioral management strategies, in partnership with mothers, and Team Lead, Residential Program as needed;
- Ensure referrals and tools are in place for the families departure from IHO .
- Assist mothers in making school and daycare arrangements and in setting and working toward parenting goals
- Develop goal plans (as appropriate) and provide short-term supportive counselling based on presenting issues for families; Intervene in crisis and refer when needed;
- Assist families in re-entry into the school system as appropriate;
- Develop, coordinate and facilitate information and support groups for mothers as needed in partnership with the Team Lead, Residential Program;
- Coordinate or provide childcare support to mothers in emergency situations;

- Provide backup support to the Residential main office when required in the case of sick leave, vacation, breaks, lunches, etc.
- Participate in Staff On Call (SOC) rotation

EDUCATION / EXPERIENCE

- BSW or equivalent with a focus on child development or equivalent in experience, education and training;
- Knowledge of violence against women and children who witness violence issues;
- Minimum of two (2) years' experience in program development and coordination and expertise with women and their children experiencing violence;
- Demonstrated commitment to and knowledge of community-based model of intervention, and feminist principles;
- Demonstrated crisis intervention, conflict resolution and group facilitation skills;
- Proven ability to work independently, and within a team approach;
- Strong supervision, communication and interpersonal skills;
- Demonstrated ability to identify and serve the needs of diverse communities.

LANGUAGE COMPETENCIES

- Ability to communicate fluently in English – spoken and written;
- Ability to communicate in another language an asset.

COMPUTER COMPETENCIES

- Word processing – Basic;
- Database management – Basic;
- E-mail software – Basic.

HOURS

- 35 hours/week

Must be available to work one evening per week and occasional weekends.

Must be comfortable interacting with animals that are housed on-site.

Please submit your cover letter and resume by **11:59 pm on April 14, 2021** to:
Keri Lewis, Executive Director at
business@intervalhouseottawa.org

Only candidates selected for an interview will be contacted.

Interval House of Ottawa is committed to building a diverse workplace. We encourage candidates to self-identify as Indigenous peoples, people with disabilities, or members of an equity deserving group.