



**SURVIVOR'S
HOPE**
CRISIS
CENTRE

Clinical Service Coordinator

Sexual Assault Recovery & Healing (SARAH) Program

PERIOD OF EMPLOYMENT: March 2026, for indefinite term

SCHEDULE: 30 hours/week, days M-F, some evenings or weekends required

SALARY: \$30-\$35 per hour

LOCATION: Hybrid – work within Interlake-Eastern region (office spaces in Selkirk and Pinawa and travel to various community locations), flexibility to work from home as duties allow

SUBMISSION DEADLINE: Open until filled

The SARAH (Sexual Assault Recovery and Healing) Program provides support to those affected by sexual violence through the SARAH Crisis Program and SARAH Counselling and Support Program. The primary responsibilities of this position include clinical oversight of the SARAH Program, conducting one-on-one counselling and intakes, support groups, and workshops for survivors of sexual violence and those who support survivors. Additionally, providing support to the SARAH Crisis Program delivery, training, and to our volunteers.

IN THIS ROLE, YOUR FOCUS WOULD BE:

- Clinical oversight of the SARAH counselling and crisis program and provision of support to the counselling team.
- Coordination of SARAH program developments and leadership when executing objectives, including but not limited to groups, events, webinars, workshops, trainings, etc.
- Training and on-boarding of new employees under the SARAH umbrella.
- Work in collaboration with Executive Director to ensure program is operating in alignment with our agreed mandates.
- Delivery of SARAH Counselling programming including one-on-one counselling, intakes, support groups, and workshops for survivors and/or service providers.
- Delivery and oversight of Project SMOKE (Sexual Misconduct Outreach Knowledge & Empowerment), providing support, workshops, and resources to members of CAF.
- Support of SARAH Crisis Program conducting debriefing, follow-up, volunteer training, in-services, and on-call coordination rotation.
- Advocating for survivors as they encounter various systems, including justice, medical, CFS, EIA, housing, and involvement with the Canadian Armed Forces.
- Complete appropriate participant case notes and accompanying materials.
- Maintain up-to-date knowledge of appropriate community services, in order to provide information and referrals.
- Work in collaboration with existing team members to further program development and expansion of Survivor's Hope services within the region.
- Contribute to monthly newsletter highlighting upcoming events, and recent/relevant programming.
- Represent Survivor's Hope at a wide variety collateral agencies, networks, committees, stakeholders, and communities within region to build partnerships.
- Oversee program resource allocation including purchasing program supplies, maintaining expense records, and proposing new project budgets.
- Keep clear documentation of activities and assist in compiling program reports for funders.

WHAT YOU BRING:



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- Relevant post-secondary education in human services or social services (ie: BA psychology, sociology, social work, B.Ed, B. Sc, MMFT, Psych Nurse, diploma in counselling, etc.)
- Additional training certificates in ASIST, safeTALK, Mental Health First Aid, Trauma-Informed Care considered an asset
- Registration with applicable professional designation an asset

OR

- Two-four years equivalent experience working in social services settings, additional education, knowledge, and/or training may be considered

- Knowledge and understanding of the Child and Family Services Act, Personal Health Information Act and Freedom of Information and Protection of Privacy Act.
- Experience coordinating services and working from an empowerment model.
- Experience facilitating support groups and workshops.
- Experience creating events and programs.
- Experience with the Canadian Armed Forces community an asset.
- Knowledge of mental health problems and illnesses, including signs, symptoms, and treatment models
- Knowledge of co-occurring disorders (addictions, mental health & trauma)
- Ability to work independently, with indirect support, as well as contribute positively to a team.
- Strong organizational skills with an attention to detail and accuracy
- Strong written and verbal communication skills.
- Strong intersectional feminist, anti-oppressive and anti-racist analysis.
- Demonstrated understanding of the social and systemic root causes of sexual violence and the context of increased risk of violence and differential impacts of trauma for specific groups
- Demonstrated skills in Microsoft Office Suite (word, excel, power point).
- Proficiency in online platforms including Zoom, MS Teams, and GSuite.
- Knowledge of local community resources would be an asset.
- **Valid driver's licence and access to reliable vehicle required.**
- **Child, adult abuse check, criminal record, and vulnerable sector checks prior to start date as well as reliable reference statements are required.**

WHAT WE OFFER:

- Support from a diverse and qualified team of coworkers, overseen by the Executive Director and Board of Directors
- A lasting reputation of quality programming and strong relationships with our many community partners
- A flexible and rewarding, hybrid work experience that values a healthy work/life balance
- A fiscally sound and established organization that allows for innovative program development and endless opportunities for growth

Survivor's Hope Crisis Centre (SHCC) is the only rural sexual violence resource centre serving the Interlake Eastern Region of Manitoba. SHCC supports the principles of empowerment, diversity, inclusion, and cultural awareness. We encourage candidates who identify as women, Indigenous, Black, Persons of Colour (IBPoC), persons from the 2SLGBTQIA+ community, persons with disabilities and persons who experience mental health challenges to self-identify in their application. The information you voluntarily disclose will be kept confidential.

PLEASE SUBMIT COVER LETTER & RESUME TO:



**SURVIVOR'S
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Clinical Service Coordinator
Sexual Assault Recovery & Healing (SARAH)
Program

Executive Director

Email: executivedirector@survivors-hope.ca

24 Aberdeen Ave, Box 925 Pinawa, MB R0E 1L0

Thank you for your interest. Only candidates selected for an interview will be contacted.

For more information, please visit <https://survivors-hope.ca/sarah/>