

## Discovery House Family Violence Prevention Society

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POSITION TITLE:	Director, Programs and Research
REPORTS TO:	Executive Director
TERM OF EMPLOYMENT:	Full-time, Permanent
ANTICIPATED START DATE:	Immediately
LOCATION:	Calgary, Alberta

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Discovery House Family Violence Prevention Society, established in 1980 (“Discovery House”) provides a continuum of care to women and their children fleeing domestic violence. The Society facilitates transitional housing – offering longer-term, safe places for women and children to call home while they begin to rebuild their lives. Discovery House provides women access to counselling support and programs to ensure they never return to abusive partners, and mitigates the effects of trauma in children to prevent the cycle from repeating.

Discovery House is about hope and healing. Every woman and child who stays at Discovery House is partnered with a case manager, and receives integrated wrap-around services, including:

**Essentials:** relocation, transportation, food, clothing, and other basic needs.

**Support:** trauma-informed counselling, programming, and clinical services.

**Quality of life experiences:** opportunities to foster their value as members of the community.

Additionally, Discovery House collaborates with a wide range of non-profit organizations, university research institutes (including Harvard and the University of Pittsburgh), and other community partners to drive transformational social change.

### POSITION OVERVIEW:

The Director of Programs and Research is a new position, which provides leadership and support to all aspects of client service delivery and evaluation. The position ensures a high standard of quality programming at all times and incorporates emerging and innovative research and practice into our work.

Reporting to the Executive Director and serving as a member of the Leadership Team, this position provides strategic leadership and oversight to the agency’s commitment to create social change and works collaboratively with employees, funders, and partners to ensure innovative approaches to ending domestic violence.

Some of your responsibilities will include:

- Provide leadership and support to the Prevention and Intervention Team, including the Shelter and Community Housing programs, Child and Youth programming and therapeutic Counselling Services.
- Provide coaching, leadership development and team building to direct report team of Team Leads, Program Development Lead and Evaluator.
- Develop and implement workplans for the Prevention and Intervention Team.
- Direct, plan and coordinate the work of the Prevention and Intervention team, including supervision and evaluation, training, and team building
- Effectively align client service programs and staff support and functions with the agency's long-term goal expectations as outlined in the annual business plan
- Prioritize the development of programming and strategies to support diverse populations, with a particular emphasis on Indigenous peoples
- Establish work plans to ensure achievement of outputs and outcomes, and standards of practice
- Ensure all program activities are consistent with agency and funder objectives and that objectives can be met with available resources
- Lead development and implementation of evidence-based and promising practice into programs
- Lead the development, revision and implementation of appropriate evaluation frameworks including logic models, theories of change and other evaluation components for all programs.
- Builds and maintains partnerships with research and educational institutions to create opportunities for research, program pilots and innovative practice to address the impacts of trauma on families
- Build relationships with key external stakeholder groups, community partners and potential community alliances
- Lead the writing of all grant applications to core funders and maintain positive relations with funders
- Ensure submission of all monthly, quarterly, and annual program reports (e.g. outputs, outcomes, program highlights and stories) to core funders

#### QUALIFICATIONS AND SKILLS REQUIRED:

- M.S.W. or related graduate degree preferred, or the equivalent in education and experience
- A minimum of 5 years of program leadership experience required
- A minimum of 5 years of frontline service delivery in counselling or case management
- Proven experience in development and implementation of cutting-edge programming
- Significant experience in program evaluation and reporting
- Understanding of domestic violence as a personal and social issue
- Understanding of issues related to domestic violence such as homelessness, poverty, etc.
- Understanding of a range of intervention approaches that meet the clients' needs, such as:
  - case management
  - clinical counselling models, including the neurosequential model of therapeutics
  - trauma-informed practice
  - housing first model

- crisis intervention practice models
- parenting approaches and child development
- how children are affected by witnessing and/or experiencing domestic abuse
- Current CPR and First Aid certification desirable
- Valid driver's license and reliable vehicle required

## PERSONAL ATTRIBUTES

Candidates for the role must demonstrate the following personal characteristics:

### **Passion for the Cause**

You want to build an effective, sustainable organization that supports women and children leaving and recovering from domestic violence.

### **Leadership**

You are a positive influencer. You see and seek out the best in others, and create space for them to develop their potential. You put people first. You have integrity.

### **Creativity**

You are a problem-solver. Where others see a roadblock, you focus on finding a path forward. Your passion for making a difference inspires others to do the same.

### **Respect and Collaboration**

You treat everyone, both inside and outside of the organization, with respect and courtesy. You are trustworthy and accountable. You maintain confidentiality. You give others the responsibility and the authority to make decisions.

### **Personal Presence**

You earn the trust of others by modelling high ethical standards. You make the work environment collaborative. You promote a healthy, sustainable personal balance in life and work.

If you feel that you are the person we are looking for, we want to hear from you! We offer competitive salary, full benefits, and a great environment to work in. Discovery House is a committed equal opportunity employer.

## COVID-19 INFORMATION

- Proof of COVID-19 vaccination is a condition of employment.

## WORKING CONDITIONS

- This position is eligible for the Flexible Work policy which allows for working from home up to three days per week when there aren't organizational needs to be in the office.
- Evolving COVID-19 protocols may require working from home full-time from time to time.
- We offer a competitive salary, full benefits, and a great environment to work in.

## TO APPLY:

Please send your resume and cover letter to [careers@discoveryhouse.ca](mailto:careers@discoveryhouse.ca) stating the job title in the subject line. We thank all applicants, however, only those selected for an interview will be contacted.

*Discovery House embraces diversity and inclusion and is a committed equal opportunity employer. We acknowledge that we are situated on the Traditional Territory of the Blackfoot Confederacy: Siksika, the North and South Piikani Nations, and the Kainai Tribe, including other members of Treaty Seven First Nations the Tsuut'ina Nation, and the three Bands of the Stone Nakoda Nations; Chiniki, Wesley, and Bearspaw. The City of Calgary is also home to Métis Nation of Alberta, Region III, and all those who have made their home in this area.*