

## Discovery House Family Violence Prevention Society

<b>POSITION TITLE:</b>	Team Lead, Trauma Therapy
<b>REPORTS TO:</b>	Director of Programs
<b>POSITION TYPE:</b>	Full-time
<b>LOCATION:</b>	Calgary, Alberta
<b>SALARY RANGE:</b>	\$74,143 - \$87,980

\*\*Placement within the range is determined by related years of experience and education.

### What We Do:

Discovery House Family Violence Prevention Society provides a continuum of care and integrated wrap-around services to women and their children fleeing domestic violence. We facilitate transitional housing and offer longer-term, safe places for women and children to call home while they begin to rebuild their lives. Discovery House is about hope and healing using trauma-informed care practices.

### What Our Employees Love:

- Three weeks of vacation to start.
- Eligible positions can work from home up to 3 days per week with our Flexible Work Policy.
- Additional time off including Wellness Days, Professional Development Days, and Sick Days.
- Benefits Package and Employee and Family Assistance Program.
- A dog friendly workplace.
- We observe all Statutory Holidays (including the optional ones), and employees may substitute religious holidays for celebrations that are relevant to their cultural identity.
- Committees including Health & Safety, Equity, Diversity & Inclusion, Indigenous; and Social.
- A 2SLGBTQIA+ welcoming environment.
- Potlucks, celebrations, work-life balance, and plenty of fun.

We are building towards an inclusive and equitable workplace that reflects the diversity of the communities we live in, creating the opportunity for every employee to reach their potential. We welcome applications from people in all underrepresented groups, believing we are at our best when everyone has a seat at the table. If you have some but not all the qualifications for the position, and are excited to learn and grow, we invite you to apply. Accommodations are available upon request throughout every stage of our recruitment process.

### What You'll Do:

Reporting to the Director of Programs, the Team Lead will provide clinical support and supervision to a team of Trauma Therapists for parents and children leaving domestic violence. This role ensures that the work of the Trauma Therapy Team is in compliance with agency and professional standards. This position

works closely with Discovery House's Community Housing, Child & Youth and Shelter teams. The Team Lead engages in active quality improvement and program development to ensure the team meets quality standards of programs in family violence prevention and intervention that embody the mission/philosophy and policies of Discovery House. They ensure healthy and safe environments for client facing staff and assess workflow and operating procedures to devise the most efficient and effective methods of accomplishing the work to meet policy and client requirements.

### Duties and Responsibilities

#### PROGRAM DEVELOPMENT AND LEADERSHIP

- Participates as an active member of the Leadership Team by collaborating to establish departmental goals that execute on the strategy and business plan.
- Leads the ongoing development of clinical counselling services for parents and children, including one on one interventions, group programming, appropriate use of assessments.
- Leads the development and implementation of a Trauma Informed Practice Framework for the organization.
- Facilitates appropriate data collection for staff and provides monthly reporting to Director of Programs
- Actively participates in program evaluation, monitoring and continuous quality improvement processes and engages team members in understanding program impacts through data.
- Lead monthly, quarterly, and annual reporting for program areas.
- Ensures a safe, secure, ethical, and legal work environment with respect to informed consent, confidentiality, working with children, youth, and adults.

#### TEAM SUPERVISION

- Supports Trauma Therapists on your team, communicating clear role expectations as per agency standards.
- Leads group and individual clinical supervision for Therapists.
- Provides complex case consulting and clinical supervision for other agency teams as needed.
- Maintains a reduced caseload for direct client work in addition to Team Lead duties.
- In coordination with the Director & HR Lead, recruits, interviews, and selects Counsellors with appropriate skills and registration for Therapist roles.
- Prepares and manages the budget for the Trauma Therapy Team
- Ensures Trauma Therapy Team follows safe working alone procedures consistently.
- Complete thorough and comprehensive file reviews of all client files on a regular basis, to ensure compliance with agency standards for documentation and optimal service delivery.
- Complete file reviews on all closed cases as part of the discharge process
- Ensure timely completion of data collection requirements.
- Leads ongoing supervision, professional development, and annual performance reviews for the Trauma Therapy team.
- Organizes workflow and ensures employees understand their duties or delegated tasks.

#### SECTOR LEADERSHIP

- Contributes to the development of evidence-based interventions through liaising with researchers around program development, pilots, and interpretation of data as appropriate within the program area.

- Maintains professional and technical knowledge by attending educational workshops, reviewing professional publications, establishing personal networks, and participating in professional societies.
- Participate in community working groups as appropriate & feeds relevant information back to agency.

### What You'll Bring:

#### EDUCATIONAL QUALIFICATIONS and EXPERIENCE

- Master of Social Work or Master of Counselling degree required.
- Minimum 5 years post graduate clinical and counselling experience, preferably in a domestic violence setting
- 2-3 years of clinical supervision experience and/or course in clinical supervision completed.
- Registration with the Alberta College of Social Workers or with the College of Alberta Psychologists.
- Professional experience with providing therapy to children, families and adults in group and individual settings.
- Experience working with vulnerable populations required.
- Current CPR, First Aid, and ASIST certification desirable.
- Valid driver's license and reliable vehicle required.

#### PROFESSIONAL COMPETENCE

- Technical, management, interpersonal, reflective, and situational competencies
- Ability to collaborate positively and an open, learning approach.
- Adhere to agency policies, procedures, practices, and Code of Ethics
- Adhere to Occupational Health & Safety Manual
- Demonstrate professional attitudes, characteristics, and practices.
- Establish and maintain professional relationships with colleagues.
- Maintain on-going professional development.
- Participate in the development of a healthy organizational culture.

#### KNOWLEDGE

- Knowledge of Housing First and women's shelters in the non-profit sector
- Thorough understanding of Trauma Informed Practice, Neurosequential Model of Therapeutics, and a diversity of clinical and counselling interventions appropriate for women and children leaving domestic violence
- Understanding of supervisory and employee relations.
- Understanding of crisis management and supportive counselling.
- Understanding of domestic violence as a clinical and social issue.
- Understanding of the intersection between domestic violence, poverty, and homelessness.
- Understanding of the Housing First model.
- Understanding of case management process.
- Knowledge of community resources.
- Knowledge of legislation and regulations relevant to success of the team

#### SKILLS

- Strong assessment skills.
- Proven effective clinical supervision skills.
- Creative problem-solving skills.

- Demonstrated ability to work independently and as part of a team.
- Strong interpersonal skills, including conflict resolution, mediation, accountability, coaching.
- Demonstrated facility with Microsoft Office, particularly Word and Excel.

The successful candidate will be required to complete a Criminal Record and Vulnerable Sector Check, and a Children's Services Intervention Record Check.

**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.**

We acknowledge that we live, work, and play on the traditional territories of the Blackfoot Confederacy (Siksika, Kainai, Piikani), the Tsuut'ina, the Îyâxe Nakoda Nations (Bears paw, Chiniki, Wesley), the Métis Nation (Region 3), and all people who make their homes in the Treaty 7 region of Southern Alberta.