

# Counselling and Family Service Ottawa

## Service familial et counseling Ottawa

**Job Title:**                    **Group Facilitator: Partner Assault Response Program (New Directions) and the Caring Dads Program**  
**3.5 days (24.5 hours) per week**

### **Purpose of the Position:**

The person occupying this position will provide service to men who have been abusive to their intimate partners. This includes doing intake/assessments, delivery of the educational component of the program and facilitating small problem solving groups for men. The successful candidate will also facilitate one Caring Dads group per week. The incumbent will work with direction from the program manager. The incumbent is responsible to the New Directions program manager and to the Executive Director for the performance of duties and responsibilities.

### **Qualifications:**

- A Bachelor's degree (or equivalent) in Social Work
- Certified Caring Dads program facilitator or a willingness to attend Caring Dads training.
- Previous experience in the New Directions Program or a similar PAR Program or previous experience facilitating educational-counselling groups
- Good understanding of the dynamics involved in violence against women
- The flexibility to provide client services a minimum of two evenings a week
- Ability to work as part of a team
- Excellent writing and verbal communication skills
- Presentation and group facilitation skills
- Knowledge of adult education theory and practice
- Bilingualism preferred



**Responsibilities:**

1. To do intake assessments (individual and group) with men who have been referred to the New Directions Program and the Caring Dads Program.
2. To co-facilitate Partner Assault Response programs (both virtual and in-person groups).
3. To facilitate one Caring Dads group per week (running 2 17-week Caring Dads groups per year).
4. To facilitate information sessions if required to.
5. To keep up to date client records and write discharge reports.
6. To provide a minimum of forty (40%) per cent of work time in direct service responsibilities if required.
7. To fulfill administrative requirements of the agency; e.g. daily activity reports, weekly schedules, leave, forms, expense claims, etc.
8. To attend and participate in New Directions Team Meetings.
9. To attend and participate in CFS Staff Meetings
10. To engage in a regular supervision and evaluation process.
11. To represent the Agency in all aspects of this position.
12. To perform other duties consistent with the purpose of this position, as required.