



Victim Services Coordinator

*****Priority will be given to Indigenous candidates. For this reason, please identify if you are Indigenous in your cover letter. *****

The First Peoples Justice Centre of Tiohtià:ke / Montreal (FPJCTM) is a young, specialized, and vibrant organization that works in partnership with the Indigenous community and the justice system in Tiohtià:ke / Montreal to support, inform, and empower Indigenous persons in addressing their justice issues. The FPJCTM also aims to Indigenize the justice system, including educating key players, and is in the process of creating justice alternatives in order to support Indigenous persons in a fair, culturally respectful, and restorative way.

One of our programs is to support Indigenous people who have been victims of crime and/or have experienced past trauma. This includes family members of Missing and Murdered Indigenous Women, Girls, and Two-Spirit, victims of police abuse, survivors of human trafficking along with Sixties Scoop, Day School and Residential School survivors and their descendents.

The FPJCTM is looking for a Victim Services Coordinator who is skilled program development and casework, experienced in facilitating groups and who can be involved in the delivery of court related programs, such as alternative measures.

The Victim Services Coordinator is responsible for:

- Provide emotional and cultural support specific to the needs of people who identify as victims or survivors;
- Developing and supporting comprehensive individualized safety plans;
- Working collaboratively as part of a multidisciplinary team to further develop the program including liaising with judicial actors, community organizations, family services, housing organizations and crisis resources;
- Accompany clientele to court, police, medical appointments and with Indemnisation des victimes d'actes criminels (IVAC) forms as needed;
- Develop and facilitate at least one group program based on issues such as healthy relationships, healing, violence prevention, grief, self-esteem, etc.;
- Sit on peacemaking circles when appropriate in order to offer support for people harmed by the actions of others in a restorative way;
- Receive referrals from the court to facilitate alternative measures for victims of crime and work closely with the Restorative Justice Coordinator within the program framework (GAMP);
- Network with other organizations and meet clientele in the community;
- Maintain files, database, and write reports as needed.



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Minimum qualifications:

- University degree in Indigenous Social work, Social work, Psychology, or related field or;
- High School Education, Professional Training, social work, Certificate(s) in Indigenous Social and Cultural studies and/or minimum 5 years working experience with a combination of training and experience in, psychology, psychosocial intervention and trauma counseling, and/or intervention which demonstrates ability to perform the duties and responsibilities as described;
- Strong intervention skills;
- Patience and a strong sense of empathy;
- A caring, responsive, engaging, and supportive approach to the experiences of others;
- A collaborative and self-motivated way of working;
- Experience and interest in group facilitation and enjoys both teaching and learning;
- Experience working with clientele who have experiences of homelessness, justice system involvement, and trauma;
- An ability to maintain confidentiality and handle delicate personal information with respect.

Knowledge of:

- Case management skills;
- Thorough knowledge of First Nations, Inuit and Metis Urban culture and demonstrated an ability to work within the Indigenous community;
- Project development and implementation;
- Available community resources and services;
- Indigenous cultures and ceremonies;
- General information regarding challenges, behaviors, and needs of individuals in domestic violent environment;
- Basic research techniques;
- Clear understanding to the laws of confidentiality guidelines;
- Google suite, standard software applications, and video conferencing platforms.

Asset:

- Certified First Responder or CRP, or willing to obtain training;
- Certified Commissioner for Oaths;
- Possess a valid Quebec driver's license and is willing to travel locally using own transportation to conduct work assignments.

Language:

- A very effective communicator in French, English and;
- Preferably one Indigenous language would be considered a great asset.



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Job Type:

- Full time 37.5 hours per week (flexible hours);
- Flexible work environment: Duties may be required to be executed in the office, public locations, Indigenous organizations, or other institutions where clientele may be residing or detained. Must be available to come to the office and participate in weekly team meetings.

Salary and Benefits:

- Competitive salary and benefits, including wellness days and health benefits;
- Compensation based on FPJCTM salary scale, starting at \$34.52/h
- Start date: by fall 2024. The posting will remain open until the position is filled.
- Employment is based on Program Funding availability.

How to Apply:

Interested persons are invited to submit their resume and a letter of outlining their motivation and qualifications for this position to: ellen.filippelli@justicemontreal.ca.

Please note that only qualified candidates will be selected for an interview and references will only be contacted with candidates consent. The successful candidate will be subject to passing a criminal background check prior to commencing duties.

Application Deadline: Friday August 23rd 2024

We strongly encourage you to identify if you are of Indigenous ancestry.