

Sexual Assault Services Navigator Internal/External Posting

Encompass Support Services Society is an accredited, non-profit agency that provides a wide range of programs and support services in Langley and Aldergrove for over 25 years. We help to build strong, sustainable communities by offering inclusive, accessible services tailored to meet the changing needs of the individuals and community we serve.

At Encompass, we are committed to a journey towards cultural humility and safety; for the well-being of those we serve and those, we work along-side. We gratefully acknowledge that the programs, services and offices of Encompass are on the unceded, sovereign Indigenous lands of the Coast Salish People. This includes the territories of Kwantlen, Katzie, Matsqui and Semiahmoo First Nations. We also acknowledge the Diverse First Nations, Inuit, and Métis who make Langley their home.

Our **purpose** is to strengthen the health and vitality of community by identifying and responding to community needs, collaborating to enhance the lives of those we serve, while cultivating effective and sustainable partnerships.

Our **vision** is to empower individuals, to connect people, and to enrich lives. We value Integrity, Inclusion, Collaboration, and Community.

Our **programs** and supports are designed to build new skills, to foster healthy, productive lifestyles and to improve access to services within our community. Services are low-barrier, all-inclusive and at no cost to participants. Annually, we provide services to over 2500 individuals and families.

The Opportunity

We are seeking someone who wants to make a difference and has a passion for supporting individuals of any age who are survivors of sexual assault. A good fit for our organization is a self-directed, engaging and empathetic *Sexual Assault Services Navigator* who has experience working with vulnerable children, youth and adults. This is a highly collaborative position, working with and in community, building close connections to other service providers and being closely tied to the Langley Child and Youth Advocacy Center. The Sexual Assault Services Navigator will determine what services participants need and how those services are delivered under the program. The Sexual Assault Services Navigator also assists with advocacy services, crisis support, and community outreach.

JOB POSTING:	2026-0100 SASN
DATE:	August 12, 2026
POSITION:	Permanent, Full-Time
HOURS OF WORK:	35 Hours per week, flexible work schedule required with potential for some weekends and evenings
SALARY RANGE:	Grid 12: \$30.18 - \$33.49 hourly (depending on experience and qualifications)
BENEFITS:	Extended Health, Dental, Group RSP/TFSA
VACATION:	As per ESSS policy
CLOSING:	Open until filled
ANTICIPATED START DATE:	ASAP

Some key Duties and Responsibilities:

- Provides crisis response to participants and making every effort to do so within 72 hours of the sexual assault by responding to hospital call outs, providing emotional support, identifying and addressing the emotional, safety, and logistical needs of the participant.
- Provides information and assistance in navigating justice sector services by providing, or connecting to supports such as Victim Services who will provide, information regarding next

Sexual Assault Services Navigator

Internal/External Posting

steps or actions to be undertaken by the police if incident was reported, and how to obtain independent legal advice/information to determine a participant's options. Assists with filling out forms including Crime Victim Assistance Program Applications, Victim Impact Statements and assist when speaking with and engages with justice system personnel including police and Crown Counsel.

- Develops written safety plans and critical incident reports, as needed, with the participants to manage safety and reduce the risk of further victimization by assessing, identifying, and addressing the participant's immediate and emergency physical and emotional safety needs.
- Provides to participants general safety, wellness planning and crime prevention information and referrals to community resources including Victim Services, Victim Safety Unit, Crime Victim Assistance Program, Stopping the Violence Counselling, PEACE Counselling, Interagency Case Assessment Team (ICAT) and Outreach and Multicultural Outreach Services.
- Provides outreach to program participants including emotional and practical support, advocacy, life skills, mediation, crisis intervention, and conflict resolution. Connect program participants to community resources.
- Develops and maintains supportive and positive working relationships with program participants to ensure they are supported to make connections with family and others, as well as other resources based on their needs and preferences, including such things as housing supports, health service referrals, substance use services, mental health supports, transitions planning, life skills supports, etc.
- Provides consultation to those working with participant cases (social workers, probation officers, other organization staff, and professionals from community organizations) and to the broader community.
- Assesses referrals by gathering information, determining eligibility, service priorities and providing appropriate additional referral services as needed.
- In collaboration with direct supervisor, promotes the program and organization within the community to build awareness of the program and to support referrals and access for participants who may benefit.

B. Qualifications:

1. Education and Knowledge

- Bachelor's degree in a related field is considered an asset.

2. Training and Experience

- Two (2) years recent related experience; or an equivalent combination of education, training and experience preferably specific to sexual assault and trauma
- Direct service delivery experience in the community social services sector with a demonstrated working knowledge of community-based services and related provincial and community support service systems
- Experience with Trauma-Informed Practice, Motivational Interviewing, Solution Focused Counselling, Addictions Counselling Training
- Experience working with vulnerable children, youth and adults
- Experience with Mental Health Training, Sexual Abuse/Assault Training, Trauma//Suicide/Safety Planning Training

Sexual Assault Services Navigator Internal/External Posting

- Ongoing demonstrated commitment to Reconciliation and anti-oppressive practice.

3. Skills and Abilities

- Excellent verbal and written communication skills.
- Effective problem-solving, conflict resolution and crisis intervention skills
- Ability to provide caring, empathetic support and guidance.
- Ability to be flexible, resourceful and possess good time management skills.
- Demonstrated knowledge of relevant Acts, pertinent regulations, policy, procedures and other statutory and certification requirements (such as the Mental Health Act; Adult Guardianship Act; Child, Family and Community Service Act; and Freedom of Information and Protection of Privacy Act).
- Ability to maintain professional integrity, boundaries, and confidentiality.
- Ability to make effective referrals in a collaborative manner, reflecting in-depth knowledge of community resources and strong collaborative skills in working with other community partners.
- Knowledge of systemic issues and risk factors facing underrepresented groups including 2SLGBTQIA+ and Indigenous peoples

4. Other Information

- Must possess a valid BC Class 5 Drivers' license, have a reliable vehicle, Business Insurance and acceptable drivers abstract. (mileage paid for work use)
- Police Information check including vulnerable sector check
- Current Emergency First Aid
- This position may require working outside of regular office hours, such as evenings and weekends, depending on the needs of the program.
- Must possess a working knowledge of computers and Microsoft Office Software

At Encompass Support Services Society, we have prioritized equity, diversity, and inclusion. We strive to embed these principles in our programs and services and in fostering an environment of dignity, respect, and belonging. We encourage applications from persons with historical and/or current barriers to equity, who will work respectfully within our inclusive organization and diverse community.

In lieu of a resume and cover letter, applicants are welcomed to submit a video application. Please email your video at hr@encompass-supports.com and include the following information:

- ***Introduction and educational background:*** Introduce yourself and provide a brief overview of your educational background and why you're applying for the role.
- ***Work experience:*** Please describe your previous/current role and responsibilities and how it is relevant to this position
- ***Skills and Abilities:*** What specific skills or strengths do you bring to this role?
- ***Do you have a valid class 5 driver's license and use of a reliable vehicle***