

**JOB POSTING #2025-167-01**

**INTERNAL/EXTERNAL**

**Sexual Assault Response Program (SARP)**

**Victim Support Worker**

**Wage: \$31.00 to \$33.00 per hour**

**Full Time: 35 hours per week, Monday to Friday**

**Temporary until March 27, 2026**

**Provide Support to Survivors of Sexual Abuse and Intimate Partner Violence**

**Join the team at Archway**

**Come Help Us Help People**

**Location: Abbotsford**

**On Site**

**Job Summary:**

The Victim Support Worker provides information and support to victims of Intimate Partner violence, child, youth, and adult sexual abuse survivors. The Support Worker provides emotional support, crisis intervention, safety planning, court updates, witness orientation and accompaniment to court, crown appointments and on occasion to Hospital for Forensic exam.

**Your Role:**

Archway's Victim Support Worker with the Sexual Assault Response Program (SARP) contributes by:

- Providing a variety of supports and services to clients including justice related information, practical assistance, investigation status, roles of criminal justice system representatives, levels of court/court procedures, updates on court case progress, court orders/probation/post-sentencing, dynamics of abuse; providing emotional and practical support, and crisis intervention.
- Conducting client assessments and making appropriate service plans, outlining services and resources provided by Archway and/or providing linkages with other community agencies.
- Through client intake assessment, determining the need for independent legal advice referral.
- Providing information to victims about their rights under the Victims of Crime Act (VOCA) and other legislation.
- Acting as an advocate for clients in the Criminal Justice System, providing support and preparing clients for the criminal court process.
- Managing new and existing clients while involved in the program, providing support and, as appropriate, providing follow-up support upon leaving the program.
- Accompanying the clients to various justice related appointments including pre-trial interviews with Crown Counsel as well as court accompaniment as needed.
- Liaising with police, judiciary, corrections, and other community resources on behalf of clients.

- Providing information and support to clients who require services through the Forensic Nursing program at the Abbotsford Regional Hospital. On occasion, providing accompaniment to Forensic exams.
- Maintaining accurate records of individual case plans, activity updates and other documentation for reporting purposes.
- Maintaining accurate client records and providing monthly statistics to the supervisor.
- Conducting community outreach and education and providing information through presentations as requested by community partners.

This position is a great fit for someone who demonstrates personal maturity, sound judgement, and self motivation. The successful candidate must have exceptional time management skills, strong facilitation skills, knowledge of provincial programs and systems related to criminal justice, and the ability to work with other community agencies and partners relating to the clients' needs.

### **Our Offer**

- Wage: \$31.00 to \$33.00 per hour
- A full-time position at 35 hours per week, availability Mondays to Fridays, from 8:30 AM to 5:00 PM.
- Temporary until March 27, 2026.
- Benefits include:
  - Three weeks pro-rated vacation in your first year; four weeks in your second year.
  - Three pro-rated wellness days per year.
  - Pro-rated sick leave days per year.
  - Opportunity to exchange a statutory holiday for a cultural day celebration.
  - A great benefits plan including extended health and dental; you choose your plan.
  - Employee and Family Assistance Program.
  - Access to online wellness resources including newsletters, physical health videos, and wellness events.
  - Free use of Archway's wellness equipment.
  - Great in-house training opportunities.
  - Business insurance and associated mileage costs for program-related driving is covered by Archway.
  - Rewarding work in a positive and supportive environment.
  - Work/Life balance.

### **Getting an Interview – you will be considered if you have:**

- A Bachelor of Criminal Justice or an equivalent related Social Sciences degree, OR an equivalent combination of education and experience may be considered.
- At least 2 to 3 years' experience working with survivors of sexual violence and Intimate Partner Violence.
- At least 2 years' direct program delivery experience.
- Experience working in the social services sector.
- A valid BC driver's license and satisfactory driver's abstract.

## **The Job Requires you to have:**

- Access to a personal, reliable vehicle for work-related purposes that can be insured for business insurance as per Archway's transportation policy.
- Knowledge of community resources for women and children experiencing violence.
- Strong written, verbal, and active listening skills; able to communicate effectively and respectfully with people from a variety of backgrounds.
- Able to work independently and collaboratively as part of a cohesive team, with limited supervision.
- Strong computer skills; able to use Microsoft Office 365 and virtual meeting platforms.
- Ability to work with Client Tracking Systems.
- Strong ability to self-initiate tasks, set priorities, organize, and remain flexible.
- Exceptional time management skills.
- Strong facilitation skills; able to present information clearly and concisely.
- Ability to assist clients in completing forms such as Crime Victims Assistance Applications, Victim Impact Statements and Third-Party Reports, etc.
- Ability to work in a stressful environment, often working with clients in crisis and/or managing emergency situations.
- Ability to work with frequent interruptions requiring a well-developed ability to switch tasks.
- Ability to adhere to health and safety protocols when meeting individuals in person.
- A satisfactory Criminal Records Check is a condition of employment.

**Closing date is June 05, 2025.**

### **TO APPLY**

Interested applicants are to reference **Posting #2025-167-01 in the subject line.**

Please submit your cover letter and resume to:

Email: [jobpostings@archway.ca](mailto:jobpostings@archway.ca)

Subject: Job Posting #2025-167-01

**No phone calls please. Only short-listed applicants will be contacted.**

**Must be legally entitled to work in Canada.**

Your resume may also be forwarded to other Programs for their consideration for their job vacancies. If you do not wish for your application to be shared with other Programs, please send an e-mail to [jobpostings@archway.ca](mailto:jobpostings@archway.ca) with DO NOT FORWARD TO OTHER PROGRAMS, in the subject line of the e-mail and the job reference number to which you applied, in the body of the e-mail.

*Archway's goal is to be a diverse workforce that is representative, at all job levels, of the people we serve. Equity and diversity are essential to excellence. An open and diverse community fosters the inclusion of voices that have been underrepresented or discouraged. We encourage applications from members of groups that have been marginalized on any grounds enumerated under the B.C. Human Rights Code, including Indigenous identity, race, colour, ancestry, place of origin, political belief, religion, marital status, family status, physical or mental disability, sex, sexual orientation, gender identity or expression, or age.*

*We acknowledge that we gather on the traditional and unceded territory of the Stó:lō people. Stó:lō territory extends from the mouth of the Fraser River to Boston Bar. Locally, this includes the Matsqui First Nation and Sumas First Nation. We give them thanks for sharing their land and resources with us.*

*We invest in the mental health and wellbeing of our employees*