



♀ ST. JOHN'S WOMEN'S CENTRE
📍 MARGUERITE'S PLACE
🚶 SAFE HARBOUR OUTREACH PROJECT

170 Cashin Ave. Ext., St. John's, NL Canada A1E 3B6 | T. 709.753.0220 | F. 709.753.3817 | www.sjwomenscentre.ca

SJSOWC Harm Reduction Coordinator

Reporting to the Executive Director, the Harm Reduction Coordinator is responsible for overseeing the planning, development and delivery of the province's first Managed Alcohol Program. As a collaborative member of the SJSOWC team, the Harm Reduction Coordinator plays a leadership role within the organization and will manage a team including a Harm Reduction Outreach Worker/Case Manager, a Harm Reduction Counsellor, and a Researcher.

This position will actively integrate evidence-based, culturally relevant, gender inclusive analysis into program and policy development. The development of this new program will involve the active engagement and meaningful consultation with community and governmental partners, as well as the expertise of those who use substances and avail of harm reduction services.

Duties and Responsibilities:

- Manages the programming, policy development and administrative functions of the new Managed Alcohol Program
- Supervises the Researcher in a review of best practice to inform the development of new policies, procedures, and program parameters
- Provides clinical support and direction to the harm reduction team
- Oversees the development and delivery of this new program, including managing a safe and effective alcohol delivery process
- With the support of the Researcher, evaluates the effectiveness of the program through clinical supervision, community consultation, participant feedback and by assessing program delivery
- Manages the program budget
- Works with the Executive Director to recruit, screen and hire all other program staff
- Identifies and ensures that the Harm Reduction team and entire staff of SJSOWC receive appropriate staff development and training in the area of harm reduction
- Liaison with funder for the project and completes reports and required
- Works with Researcher in the development and dissemination (including presentation) of community-wide, accessible resources resulting from the implementation and evaluation of the Managed Alcohol Program
- Supports the development of proposals related to Harm Reduction work
- Other duties as required to support the work of SJSOWC and its programs

Qualifications:

- Masters of Social Work (or other related area including psychology or nursing), or equivalency in work or lived experience



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- Experience in program oversight, development, and delivery, including supervising staff
- Experience in clinical work, including medication management (asset)
- Minimum five years' experience in a community-based setting, including working with women engaged in substance use and women with experiences of trauma
- Extensive knowledge and experience in such areas as complex mental health issues, addictions, trauma, conflict resolution and crisis intervention
- Strong research and development skills
- Knowledge of Harm Reduction, Feminist Approach, Trauma Informed Approach, Anti-Racist and Anti-Oppressive Frameworks
- Demonstrated time management, communication (verbal and written), organizational and interpersonal skills required
- Demonstrated leadership, delegation, critical thinking and problem-solving skills involving innovation/creativity in solution development
- Proven team building, leadership, goal development, and evaluation skills
- Experience working in an inclusive environment, working with trans, Indigenous, LGBTQ, and sex working women
- Proficient in Microsoft office

Hours of Work:

Monday – Friday (9-5), some evenings and weekends as required, 35 hours per week

Salary:

The salary range for this position starts at \$65,000 annually (with potential increase relevant to qualifications)

Duration:

This is a full-time, contract position for the duration of the current funding cycle (two years). Potential for extension dependent on renewed and/or new funding.

SJSOWC embraces diversity and is committed to greater equity in our program and our employment. Our goal is to attract, develop, and retain skilled and strong volunteers and employees from diverse backgrounds allowing us to benefit from a wide variety of experiences and perspectives. In line with this, preferences will be given to and applications are encouraged from women (transgender and cisgender) and non-binary people who are: Indigenous, Black and people of colour, people living with disabilities, women with experiences in substance use, sex work, and women with experience in the criminal justice system. We encourage applicants to self-identify any marginalized experiences and identities in their application with the knowledge that disclosed experiences will remain confidential.