



**peers**

VICTORIA RESOURCES SOCIETY

### **Drop-In Facilitator, Part-time**

Peers Victoria is an innovative, multi-service grassroots agency that has been working with, and for, Victoria sex workers since 1995. Through direct service delivery and partnerships, Peers provides an array of outreach, harm reduction, group education and other support services. We maintain a welcoming and accessible service environment that promotes empowerment of current and former sex workers.

Drop-in Facilitators work in teams of two and are skilled in harm reduction, group facilitation, workshop delivery, and general support. The Drop-In Facilitator must respond rapidly and sensitively to the needs of people who use the Peers Drop-In Centre. Drop in facilitators work collaboratively with staff in other Peers program areas to deliver a continuum of ethical, peer-based, responsive supports informed by our service recipients' perspectives and preferences.

#### **Specific duties for this position include:**

- Deliver harm reduction & safer sex supplies, service information, and social supports;
- Refer participants to other Peers programs and community resources as needed;
- Provide person centred advocacy regarding the medical, legal, police, housing & welfare service needs of people in outdoor & indoor sex work environments;
- Liaise via phone with downtown service agencies which provide allied services (e.g., Sandy Merriman, Our Place, AIDS Vancouver Island, Cool Aid clinic, etc.);
- Plan curriculum of wellness workshops and facilitate workshops by opening, introducing guest speakers, addressing group participation expectations and closing;
- Book community agencies to participate in afternoon wellness workshops at Peers and address questions and support needs of guest presenters;
- Manage honorarium distribution and related record keeping;
- Provide computer lab support;
- Document basic statistics on all aspects of drop-in service delivery;
- Assist lunch volunteers or prepare lunches in their absence;
- Assist with distribution of donations, maintain a tracking book to record special requests from clients, & assist with keeping the clothing room tidy;
- Maintain the cleanliness/organization of the main office, kitchen & common areas;
- Liaise with Night Outreach to ensure food supplies are available for both programs, and maintain a grocery needs list for purchaser;
- Participate in taking bad date reports, updating & circulating bad date sheet;
- Adherence to Peers organizational policies.



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## **Skills and Knowledge:**

### *Essential*

- Ability to use office management software including outlook, excel, and word for the purpose of program record management and basic document creation;
- Thorough knowledge of safer sex & substance use harm reduction models;
- Knowledge of local health & social service agencies;
- Excellent organizational & time-management skills;
- Knowledge of diversity of local sex industry & ability to connect with target populations;
- Approachable, non-judgmental, empathic, & calm in conflict or crisis;
- Strong interpersonal skills & collaborative, team oriented service approach;
- Commitment to ethical service delivery including, but not limited to: maintaining confidentiality, and addressing conflict of interest & conflict resolution.

### *Preferred*

- Knowledge of sex industry services & advocacy models, including via personal experience;
- Understanding of trauma informed practice & disability informed care;
- Knowledge related to expanding capacity of organization to reach under served or other priority members of the service population;
- Knowledge and experience related to applying social justice principles to health & social care;
- Completion of training or previous experiences in non-profit social services or health care;
- Ability to create and deliver a variety of wellness and advocacy workshops is an asset;
- Additional certification/training in Nonviolent Communication, Nonviolent Crisis Intervention, crisis prevention, conflict resolution, and occupational safety practices.

## **Job details and certification requirements:**

- 16 hours per week, mid-day, Monday to Thursday 10:30 am to 2:30 pm (or 10:45-2:45);
- Pay rate \$21/hour;
- Must have Basic First Aid, CPR, Food Safe, & Nonviolent Crisis Intervention (may be provided as part of training requirements);
- Criminal Record Check required.

If you are interested in this community service opportunity, please submit a resume and a covering letter that summarizes your relevant experience and skills by **September 5, 2017** to [peershiring@gmail.com](mailto:peershiring@gmail.com)

Applications from individuals with direct experience in any aspect of the sex industry are especially welcome. Our group welcomes indigenous people, people of colour, people with disability(ies), and people representing diverse genders and sexualities.