Ishtar
Women's Resource Society

Internal Posting – Competition #: 2026 36 WSW FT New Roots

Position	Location	Title/Grid Level	Closing Date
Full-time Women's Support Worker	New Roots	10	October 29, 2026
Hours of Work/Week	**Wage Rate/Salary**	**Shift Schedule**	**Use of Personal Vehicle**
37.5	$25.95-$29.76	Tuesday to Saturday 10 am – 6 pm	Yes

"This position is open to all qualified individuals and this position requires Union membership."

Job Summary Provides support, security, advocacy, information, crisis response, referrals, and safety planning to residents and crisis line callers under the harm reduction model through an intersectional feminist approach.

Key Duties and Responsibilities:

1. Speaks with prospective residents and conducts intakes. Significantly reduces barriers for women and children accessing services. Orients and assists residents to settle in the house.
2. Using a women-centred approach, supports residents to define and meet their self-determined goals and to plan for their safety. Offers advocacy and assistance, provides information on resources available, and recommends appropriate services.
3. Provides emotional support, encouragement, goal setting, and problem-solving support to women and their children. Facilitates house and/or support group meetings.
4. Provides crisis intervention and risk assessment. Facilitates safety planning beyond the typical requirements to include sex work, substance use, mental wellness, and homelessness. Provides harm reduction supplies, discusses harm reduction strategies, and conducts well-being checks as needed.
5. Monitors and ensures the safety and comfort of residents and the security of the facility. Maintains a pet-friendly environment when the program allows. Facilitates resolution of conflicts between residents, which may include de-escalation of violence. Negotiates with residents who behaviour is unpredictable and highly volatile to find ways for them to continue in the program.
6. Assists women with dependent care by providing emotional support to children and youth, monitoring and conducting developmentally appropriate recreational activities (such as craft projects and games) and attending to children's physical needs (which may include preparing meals, feeding, diapering, and toileting). Occasionally cares for children in the temporary absences of their mothers.
7. Consults and liaises with other service agencies and professionals to develop community relations. Maintains current knowledge of issues related to violence as well as information on available resources. Participates in public education to raise awareness.

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8. Ensures housekeeping services are completed. Performs minor maintenance. Uses universal precautions for safe cleaning and disposal of harm reduction supplies and bodily fluids and waste.
9. Maintains documents, resident records, forms, and statistical information.
10. Orients and delegates tasks to volunteers and practicum students.
11. Accompanies and/or transports residents to outside services.
12. Promotes Ishtar Society's Vision, Mission, and Values. Integrates the organization's Belief Statements into their work. Adheres to all policies, procedures, and systems.
13. Performs other related duties as required.

Qualifications:

- One (1) year recent related experience and a diploma in a related human/social service field; or an equivalent combination of education, training, and experience
- Valid BC Class 5 Driver's License and reliable vehicle (mileage paid for work use)
- Current First Aid Certificate (CPR Level C with AED) and recent Naloxone training
- Intersectional feminist perspective, compassion, and a demonstrated understanding of oppression
- Current knowledge of issues and resources related to feminist anti-violence work.
- Thorough understanding of harm reduction, especially as it relates to women, violence, mental wellness, substance use, sex work, and homelessness.
- Ability to constructively resolve conflict with colleagues and women accessing services.
- Ability to multi-task, prioritize competing demands, and work under pressure.
- Ability to work independently and in a group.
- Fluency in languages other than English a definite asset
- This position requires a Criminal Record Check.

Closing Location:

To apply for this position please send your cover letter and resume in one PDF document to:

humanresources@ishtarsociety.org with the subject line: **Attention: Juan Damasco** Competition # 2026 36 WSW FT New Roots Tue-Sat	**Date Posted:** October 23, 2026

Each applicant is responsible for ensuring that the Society receives his/her application by 4:00 p.m. on the closing date. Any application received past this time will be considered late. Candidacy of late applications will be considered as external candidates.