



645 Fort St #219, Victoria BC V8W1G2

tel: (250) 385-7410

fax: (250) 385-7459

email: info@bridgesforwomen.ca

website: www.bridgesforwomen.ca

JOB DESCRIPTION

Position Title:	Indigenous Women's Bridging Program Evaluation Support
Reports To:	Indigenous Women's Program Evaluation Coordinator
Flexible Hours of Work:	15 hours to 22.5 hours per week (Tuesday to Thursday)
Location:	Greater Victoria Region
Term Position:	Effective immediately to March 31, 2024 (possible extension)
Salary:	\$28.00 to \$30.00
Application Closing Date:	Open until filled

About Bridges for Women Society:

Bridges has been providing life-changing programs to women overcoming the effects of trauma and abuse since 1988. Bridges inspires women affected by trauma, violence or abuse to reclaim their lives and build financial security through our healing, education and employment programs. Our services are open to all women (transgender and cisgender), non-binary, and two-spirit people who identify as a part of the women's community and who have been impacted by violence or trauma at any time in their lives.

Summary of Position:

The Indigenous Women's Bridging Program Evaluator and Program Support is responsible for gathering information from client participation in the Indigenous Women's Bridging Program for an evaluation project called Sisters' Stories. These stories are a part of evaluating the impact and design of the Indigenous Women's Bridging Program.

The successful candidate has a keen interest in supporting women to break the cycles of abuse and trauma, has strong people skills, and works well in a collaborative environment.

Job Duties:

- ◆ Ongoing participant observation and journaling in the pilot projects
- ◆ Participates in the implementation of the participant consent entry/one month/exit and follow up surveys
- ◆ Facilitating end of session talking circles
- ◆ Conduct interviews with participants
- ◆ Support in the development of the Blueprint
- ◆ Assistance with recruitment, study explanation, communication, and follow up with program participants.

Qualifications and Experience:

(Combination of experience and education would be considered)

- ◆ Enrolled or completed an undergraduate program in an area related to the study description. This includes Indigenous studies, Social Work, and Anthropology.
- ◆ Lived experience as a self-identified Indigenous person and an in-depth knowledge within the area of Indigenous Peoples identity.



645 Fort St #219, Victoria BC V8W1G2

tel: (250) 385-7410

fax: (250) 385-7459

email: info@bridgesforwomen.ca

website: www.bridgesforwomen.ca

- ◆ Understanding and practice with trauma-informed approaches
- ◆ Strong communication skills
- ◆ Research experience, specifically qualitative research (experience or education in the field will be considered an asset)
- ◆ Experience with participant observation Data entry and analysis (experience or education in the field will be considered an asset)

Skills and Abilities:

- ◆ Ability to connect and build rapport with a diverse staff team with professionalism and healthy boundaries
- ◆ Able to attend virtual programming at least three times a week, with the possibility of some in-person activities
- ◆ Strong interpersonal and group facilitation skills
- ◆ Ability to build supportive, compassionate working relationships with people from a range of backgrounds
- ◆ Excellent listening skills
- ◆ Strong observational skills

Additional Note: A vulnerable sector criminal record check is a requirement for this position.

We aim to have the Bridges staff team reflect the participants we serve. We encourage self-identified women, non-binary people, and two-spirit people who identify with the women's community to join our team. We value diversity and lived experience, and (enthusiastically) welcome applicants who identify as Indigenous, racialized, a person with a disability, and/or a member of the LGBTQ+ community.

We acknowledge with respect the traditional territories on which Bridges for Women is located are the lands of the Ləkʷəŋən peoples (Esquimalt and Songhees nations). We also offer programs and services in the territories of the WSÁNEĆ (Pauquachin, Tsartlip, Tsawout, and Tseycum nations), Malahat (Mill Bay), Pacheedaht (Port Renfrew), Scia'new (Beecher Bay), and T'Sou-ke (Sooke) peoples. Through our partnership with the North Island Employment Foundations Society, we also deliver online programs in the traditional territories of the Kwakwaka'wakw, Nuu-chah-nulth and Coast Salish peoples.

Please submit your cover letter and resume via email to tanya@bridgesforwomen.ca. Applications submitted via recruiting websites (including Indeed) and social media platforms will not be considered. We thank all applicants for their interest. Only applicants selected for an interview will be contacted.