



9-8-8 call or text

National Suicide Crisis Helpline

310-6789

BC Mental Health & Crisis Response

Job Announcement

Job Title: Coordinator, Bereavement

Reports to (Role): Program Director, Community Learning & Engagement

The Crisis Centre of BC

The Crisis Centre of BC is dedicated to providing help and hope to individuals, organizations, and communities.

Our offices are located on the unceded territories of the Musqueam, Squamish, and Tsleil-Waututh nations. We have been in operation since 1969.

Spanning the spectrum of crisis support, suicide prevention, and postvention, we offer:

- Immediate access to barrier-free, non-judgemental, confidential support and follow-up through 24/7 phone lines and online services.
- Education and training programs that promote mental wellness and equip schools, organizations and communities to assist people at risk of suicide.

Our programs work to ensure timely access to support, destigmatize suicide and mental health concerns, and increase awareness and skills for mental health. We foster and create compassionate, connected, suicide-safer communities.

About the Role

Reporting to the Program Director, Community Learning and Engagement, this role will take a lead in identifying, planning and implementing suicide bereavement services and programming. A vital aspect of this role is collaboration with those who have experienced suicide loss to identify, prioritize and support existing and new bereavement initiatives. The Coordinator, Bereavement, will help organize and facilitate support for suicide loss connection events and will support the Crisis Centre's bereavement services overall. This role will be 20 hours per week. Hours will be flexible with some evening and weekend hours expected to support programming.

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Details

- Hours per Week: 20 (part-time)
- Hourly Rate: \$34.34 per hour
- Benefits Offered:
 - 3 weeks of vacation accrued at 6% of earnings with increases as per Personnel Handbook
 - 10 days of full time wellness leave, pro-rated to hours worked, and 3 unpaid wellness days
 - Access to Crisis Centre workshops
 - Access to our EAP programs and services
- Working Model: A hybrid of remote and onsite at the Crisis Centre

What You'll Do

- In collaboration with other department Coordinators, ensure the continued smooth delivery of already established bereavement programming
- In collaboration with a Bereavement Advisory Group formed by suicide loss survivors, identify needs/gaps and opportunities for community-based programming to support grief, loss and connection.
- Facilitate or co-facilitate bereavement support events both in-person and online
- Respond to community inquiries related to support and resources for recently bereaved community members
- Research bereavement programming through engagement with survivors of suicide loss as well as research and implementation in other jurisdictions.
- Contribute to the creation of new resources for the suicide-bereaved community
- Support other bereavement-related activities as required.
- Work collaboratively with Crisis Centre's staff and community partners; attend regular meetings.
- Ensure program objectives are met in a manner consistent with the quality of service and care for which the Crisis Centre is well known.

About You

Skills and Abilities

- Strong affinity with suicide prevention and bereavement; lived experience with suicide loss is a strong asset for this role.
- Experience directly supporting those who have experienced suicide loss is highly recommended
- Experience and knowledge in peer-led, volunteer-based programming is highly recommended.
- Strong networking, liaison, leadership and community development skills.

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- Self-motivated with the ability and willingness to work as part of a team and collaborate with community partners.
- Excellent interpersonal, oral and written communication, organizational, and problem-solving skills, with demonstrated experience handling sensitive issues tactfully and diplomatically.
- Computer proficiency and administrative skills.

Qualifications

- Relevant degree or diploma, two (2) years of recent related experience (counselling, education, social work, community development) or an equivalent combination of education, training, and experience.
- Knowledge and experience in suicide prevention, grief and loss and working with those who have suffered trauma or sudden death.
- Ability to provide a clear Criminal Reference Check and Vulnerable Persons Check.

Application Process

This position will be filled as soon as a qualified applicant is found. We want to be transparent with what's next.

Please submit your PDF cover letter and resume named "*Cover Letter and Resume - (Your Name)*" as a **single PDF attachment** to applications@crisiscentre.bc.ca with the job title in the subject line.

In your cover letter, please be specific about what skills and talents you will bring to the position. *What do you want us to know about you that we can't find in your resume which makes you the best candidate?*

We will review applications as they are submitted and have a rolling interview process.

Shortlisted candidates will be contacted by phone to arrange an interview.

The interview process will be in three parts:

- 1) Phone screen with Mark Sheehan, Program Director, Community Learning & Engagement
- 2) Online interview with Mark Sheehan, Program Director, Community Learning & Engagement
- 3) In-person interview at the Crisis Centre with Mark Sheehan, Program Director, Community Learning & Engagement and Jesse Cervenka - Bereavement Coordinator

The successful candidate will have to complete a Vulnerable Sector Criminal Records Check. We appreciate all those who submit an application.