



BC SOCIETY OF TRANSITION HOUSES JOB POSTING

TECH SAFE BC OUTREACH COORDINATOR **Full-time position in Vancouver, BC**

The BC Society of Transition Houses' office is located on unceded Coast Salish territory, shared by the Skwxwú7mesh (Squamish), xʷməθkwəy̓əm (Musqueam) and səílwataʔt/Selilwitulh (Tsleil-Waututh) Nations.

Overview of the BC Society of Transition Houses

[The BC Society of Transition Houses](#) (BCSTH) is a non-profit umbrella organization that provides support to Transition, Second and Third Stage Houses, Safe Homes, Long-Term housing, PEACE (Prevention, Education, Advocacy, Counselling and Empowerment) and Violence is Preventable (VIP) programs and associated organizations and individuals supporting the needs of women, self-identified women, youth and children who experience violence or are at risk of violence.

BCSTH works from an [intersectional feminist framework](#) incorporating a critical lens to the systems of power. BCSTH is a member-based organization, and we exist in order to train and support the vital front line services that our members provide and to advocate and ensure that their experience and expertise informs the government and the public. BCSTH began with 6 members in 1978, and today supports 143 members that operate over 300 programs. Our goal is to support our members and amplify their voices and work collaboratively to build communities free from violence for all women, children, youth and gender diverse individuals.

Overview of BCSTH Tech Safety BC Outreach Coordinator

About the Role

[Tech Safe BC](#) is an innovative pilot project in British Columbia that supports survivors of intimate partner violence who may be experiencing technology-facilitated abuse from a



current or former partner. BC Society of Transition Houses (BCSTH) member programs across the province refer adult survivors to receive specialized support, including addressing technology-related concerns and developing collaborative tech safety plans.

Tech Safe BC is seeking a motivated Outreach Coordinator to help expand the project's visibility and reach members and the survivors they support. The ideal candidate brings strong communication skills, an understanding of intimate partner violence and frontline service work, technology safety and digital abuse and experience creating accessible and impactful outreach materials.

Beyond outreach and promotion, the Tech Safe BC Outreach Coordinator will be trained to provide direct tech safety support services to survivors and will contribute to resource development, training initiatives, research, partnerships, and program operations that support Tech Safe BC and the wider anti-violence sector.

Key Responsibilities

- 1. Promotion, Outreach and Partnerships**
- 2. Direct Support and Training**
- 3. Administration and Support**
- 4. Additional Support**

1.Promotion, Outreach and Partnerships

- Develop and implement a strategy to increase Tech Safe BC awareness and strengthen referral pathways across the province.
- Create outreach materials such as posters, brochures and PowerPoint materials that support consistent project branding and effectively engage BCSTH member programs on tech safety.

- Develop, track and increase engagement metrics to monitor project visibility, reach and overall impact.
- Collaborate with anti-violence organizations, tech-sector stakeholders and legal advocates to enhance survivor-centered supports and tech safety.

2.Direct Support & Training

- Provide one-on-one tech safety support in collaboration with the Tech Safe BC team and BCSTH member programs, including securing devices and accounts, enhancing digital privacy, and developing personalized tech safety plans.
- Support other related BCSTH Tech Safety Project initiatives.
- Deliver training and webinars, and support the development, coordination, and delivery of provincial training initiatives, including the BCSTH Annual Training Forum.

3.Administration and Program Support

- Assist in supporting the operations and function of the BCSTH and Tech Safe BC office, including appointment coordination, scheduling, documentation and reporting.
- Participate in BCSTH events, trainings, Annual Training Forum, presentations, projects and campaigns.
- Participate in the writing and editing of reports to funders, board members and others as required.

4.Additional Support

- Assist with writing, research and special projects as required.

- Carry out other duties that support the goals and functioning of BCSTH and Tech Safe BC .

Qualifications

- Minimum Diploma or bachelor's degree in a related discipline, or an equivalent combination of education, training and experience.
- Demonstrated understanding of and commitment to preventing violence against all women, children and youth.
- Strong understanding of online security, privacy settings, digital and device protection, monitoring software, and cyber threats and security.
- Demonstrated understanding of, and commitment to preventing and ending violence against women, children and youth.
- Experience working with survivors of gender-based violence, digital abuse, and using a trauma and violence -informed practice.
- Well organized, able to prioritize multiple responsibilities with a keen attention to detail.
- Positive attitude and communication skills, both written and oral.
- Self-motivated, excellent interpersonal skills, strong analytical and innovative problem-solving skills.
- Committed to working as part of a small team dedicated to innovative approaches.
- A positive, enthusiastic and professional approach with a 'can-do' attitude.
- Ability to work flexible hours is mandatory, position may require travel and overnight stays.
- Ability to work in an environment that demands flexibility, resourcefulness, commitment and a sense of humour.
- A qualified candidate is required to undergo a criminal record check.

As an employer, BC Society of Transition Houses is dedicated to building an organization that reflects the diversity of our membership and the communities we serve. This includes diversity in spoken languages, culture, race, sexual orientation and gender identity. We especially welcome applications from Indigenous persons, people of colour, persons with disabilities, persons of minority sexual orientations and gender identities, and others with the skills and knowledge to engage with diverse communities.

Core Competencies

1. **Change Facilitation:** Ability and willingness to learn and to be creative. Flexible when situations change, adaptable to new technologies and able to work in ambiguous environments.
2. **Communication:** Excellent oral and written communication skills. Strong listening skills. Chooses an appropriate medium for a message. Presents information clearly and concisely. Gives and receives feedback openly and constructively. Skilled at communicating organizational ideas, knowledge and issues with others using various communication tools. Has the functional and technical knowledge and skills to do the job at a high level of accomplishment.
3. **Stakeholder Focus:** Is dedicated to meeting the expectations and requirements of internal and external stakeholders. Able to build rapport with members, staff, volunteers and other key stakeholders. Able to secure trust and confidence. Able to engage with members and build long term relationships for the organization.
4. **Collaboration:** Builds partnerships and alliances, creates effective teams, looks for win-win solutions and ways to build participative and inclusive processes.
5. **Critical Thinking:** Analyzes and evaluates information and situations. Strong problem-solving, decision-making, and conceptualizing abilities.

6. **Organizational Acumen:** In-depth understanding of the non-profit sector, women's issues and anti-violence agenda. Good understanding of a governance and policy environment, including its culture, processes, procedures and how decisions are made.
7. **People Management:** Has good self-awareness, excellent listening skills, provides appropriate feedback when assessing performance. Understands and values diversity. Skilled at developing and coaching colleagues and volunteers and preventing and resolving conflict.
8. **Planning:** Ability to assess situations, set and monitor goals, delegate and evaluate outcomes.
9. **Ethics & Values:** Enacts a high standard of ethics and values in both easy and difficult circumstances. Embraces the values of BCSTH and embodies those values every day.

Location & Salary & Benefits

This position is based in Vancouver, BC on-site at the BCSTH Office and requires some travel. The BCSTH Office is open regularly Monday to Friday from 9:00am to 4:30pm.

Salary and Benefits:

Gross Wage \$35/hour.

BCSTH provides an excellent benefit and matching RRSP package, sick leave in the amount of fifteen (15) days annually, pro-rated for any partial year of employment and number of hours worked annually and three (3) weeks' vacation per year, prorated for any partial year of employment and number of hours worked.

The position is a full-time position for 35 hours per week for a one-year term with the possibility of extending.

How to Apply



For more information about BCSTH, please visit <http://www.bcsth.ca/> and www.techsafe.bcsth.ca.

Please email your cover letter and resume to Amy S. FitzGerald, Executive Director, amy@bcsth.ca **by April 30, 2026 @ 5:00pm PT.**

In your cover letter, please include your experience and interest in tech safety as well as gender-based violence and please include the title and author of the last book you read.

BCSTH would like to thank all applicants for their interest in this position, however only applicants who are shortlisted for an interview will be contacted.