

EMPLOYMENT OPPORTUNITY

Lorain County Safe Harbor is a non-profit domestic violence, human service, and social service agency, providing emergency confidential shelter and a wide variety of community-based intervention, education, support, and prevention services throughout Lorain County.

Title: Prevention Coordinator

This is a full-time or Part-time, hourly, non-exempt position that involves outreach to various locations in the community and local middle and high schools. This position includes varied hours of work, including weekend, evening, and holiday hours. This position reports directly to the Manager of Community Education.

Community Education

Provide evidence-based presentations in a variety of settings surrounding the topic of domestic violence, healthy relationships, and teen dating violence. Additionally providing information to the public regarding Lorain County Safe Harbor services and supports.

Responsibilities:

School based work:

- Schedule, prepare and present domestic violence presentations to school groups, with a heavy emphasis on the evidence-based prevention curriculum Safe Dates
- Cover information tables at school-based activities and events
- Assist in the training and on-going support of Teen Street Teams

Community based work:

- Schedule, prepare and present domestic violence presentations for community groups
- Attend and be a lead contributor to the organization and carrying out of agency events and fundraisers
- Cover information tables at community-based activities such as block parties, health and safety fairs, and other festivals
- Lead Teen Street Teams
- Conduct educational support groups at various community partners

Internal Responsibilities:

- Attend regularly scheduled supervision meetings
- Debrief with co-facilitator after each group session
- Alert supervisor to any safety concerns and perform any necessary safety-planning steps
- Consistently model a relationship with co-facilitator that demonstrates equality in partnerships, and err on the side of female empowerment whenever possible
- Provide court testimony as needed regarding MAP Program participants' attendance and behavior in group

General Responsibilities:

- Attend all staff and department meetings, as well as required trainings
- Maintain statistical records, submitting monthly reports as requested by the agency

- Attend and contribute to the organization and carrying out of agency events and fundraisers

The staffing needs of the shelter are always the priority of the agency. Therefore, there may be times when prevention coordinator is required to provide coverage or perform other duties for the shelter. If applicable, shelter training will be provided.

Minimum Requirements:

- Bachelor's degree in education or social services preferred; or a variety of related experience and skills being able to serve as equivalents.
- Must have a valid Ohio driver's license and reliable, insured transportation
- Must be able to successfully pass a background check
- Flexible schedule as needed
- Excellent written and verbal communication skills coupled with confidence in public speaking
- An understanding of trauma and trauma-informed care is necessary
- An appreciation for the importance of maintaining strict confidentiality as well as professional boundaries
- Strong conflict management skills and an assertive communication style are necessary
- Experience working with domestic violence survivors and perpetrators is preferred
- Maintaining professionalism in a group with challenging clients.
- Must be able to lift and carry items weighing up to 50 pounds
- Strong computer skills
- An appreciation for the importance of maintaining strict confidentiality as well as strict professional boundaries

Lorain County Safe Harbor is an Equal Opportunity Employer

Bi-lingual candidates are strongly encouraged to apply