



Our Mission

Coalition for Family Harmony provides direct services to victims of domestic violence and sexual assault; to educate the community regarding violence against women, children and men; to prevent the cycle of violence.

Employment Opportunities

July 17, 2020

To apply for an open position, please submit your resume and a cover letter indicating the position for which you are applying to:

Coalition for Family Harmony

Attn: **Mayra Pompa, Human Resources Coordinator**

1030 N. Ventura Road

Oxnard, CA 93030

PH: 805.983.6014 ext.1134 Fax:

805.983.6240

jobs@thecoalition.org

Current Job Openings: (Job descriptions attached)

- **FAMILY HARMONY PROGRAM FACILITATOR:** Bilingual Req. Part Time (up to 20 hours per week)
- **DV TRAINING COORDINATOR:** Temporary - Part Time (up to 20 hours per week)
- **SCHOOL BASED (OHS) THERAPIST (AMFT, APCC, ACSW)*** Part Time (up to 20 hours per week)
- **ROPP THERAPIST (AMFT, APCC, ACSW):** Full time or Part Time (up to 20 hours per week)
- **RAPE CRISIS ON CALL ADVOCATE:** Part Time- On Call – *ongoing*
- **SHELTER CLIENT ADVOCATE:** Pool Staff On Call as necessary – *ongoing*
- **BATTERER’S INTERVENTION GROUP FACILITATOR:** (Certified and Bilingual Preferred) - *ongoing*

EEO

Coalition for Family Harmony is proud to be an equal employment opportunity employer; all applicants will be given full consideration under state, local, and federal law.



FAMILY HARMONY PROGRAM FACILITATOR

Job Classification: Regular Part-Time (20 hours/week)
Salary Range: \$18.00/hour; paid semi-monthly
Department: Family Harmony Program
Reporting Manager: Celia Laguna, Family Harmony Program Coordinator
Location of job: 1030 North Ventura Road, Oxnard CA 93030

SUMMARY OF POSITION

The Family Harmony Program Facilitator is responsible for facilitating group therapy that follow specific curriculum and standards. These sessions include the implementation of PREP (Prevention and Relationship Education Program), STEP (Systematic Training for Effective Parenting) and other curricula. This position falls in line with the agency's mission to prevent future violence in families and educate the community on the cycles of violence.

ESSENTIAL FUNCTIONS

Fundamental Job Requirements

- Leads and co-facilitates designated numerous groups in accordance with specific curriculum.
- Performs peer support and crisis counseling to survivors of intimate partner violence.
- Maintains and updates documentation for client files with Navigation Team and on agency database.
- Communicates regularly with partner agencies regarding information on agency services.
- Attends all programs meetings and supervision as assigned by Family Harmony Program Coordinator.
- Provides visibility and information at outreach and educational events.
- Other duties as assigned by Family Harmony Program Coordinator.

Schedule

- **Regular schedule will be determined with Family Harmony Program Coordinator.** Schedule is subject to change based on program needs.
- Due to the essential functions of this job regarding service provision, **arriving for your shift on time is an essential requirement.**
- This position is eligible for overtime benefits.

Educational Requirements

- Bachelor's Degree in a psychology, sociology, social services, or other applicable field required.
- Master's Degree in Marriage and Family Therapy desired.
- Formal training on specified curricula required to facilitate certain groups.

Certifications

- Must obtain Domestic Violence Counselor certification that meets the requirements under California Evidence Code 1037.1 within one year of hire date.
- Must obtain Sexual Assault Counselor certification that meets the requirements under California Evidence Code 1305.2 within one year of hire date.
- Must complete LGBTQ+ 101 Cultural Sensitivity Training within 6 months of hire date.

Knowledge Base/Skills

- Must demonstrate excellent, professional communication and organizational skills.
- Demonstrated knowledge of the impacts of domestic and sexual violence on various communities of people.

- Basic computer literacy in Microsoft Office and Google Suite programs, including Microsoft Word, Excel and PowerPoint.
- Ability to prepare and provide basic troubleshooting for a variety of technology, including televisions, CD/DVD's, laptops, desktop computers, projectors, and more.
- Basic knowledge of general office equipment is required.
- Regularly expanding knowledge base on topics of gendered violence, impacts of domestic and sexual assault on the community, working with survivors of violence, and more by reading literature, blog and news posts, etc. is expected.
- Quality public speaking skills ranging from small to very large audiences is a requirement.

Physical Requirements

- Ability to speak English and Spanish fluently is a **requirement**.
- Must have the ability to communicate with clientele over phone, electronic correspondence and in-person.
- The majority of the fundamental job requirements occur remotely or inside the agency's main headquarters. This position is stationed in an office not accessible by the public.
- Central air and heating is available and can be controlled by staff or by supervisor when thermostat is not accessible.
- May be required to stand, sit, stoop, bend, and lift/move up to 20 lbs.
- Coalition for Family Harmony may accommodate to these physical requirements upon request.

Mental/Social Requirements

- Must be able to demonstrate working effectively with and showing respect to all survivors of violence, including those from diverse ethnic, cultural, religious, socioeconomic, sexual preferences and/or identities, gender identities/expression, and political backgrounds.
- Ability to communicate and write clearly and professionally is required.
- The ability to demonstrate navigating crisis and solving problems independently and using one's own initiative, using best judgment and critical thinking skills is a requirement.
- Must maintain a positive, friendly, and welcoming attitude with staff, community members, and volunteers within the organization.
- Must utilize assertiveness, professionalism and non-violent communication when handling issues with staff, community members and volunteers.

OTHER INFORMATION

- Must pass extensive background check
- **Travel may be required for this position.** Modes of transportation expected for this position to utilize are by automobile or airplane.
- **Telecommuting** (or to perform essential job duties at home) is required at this time. Working at the main office headquarters are assessed on a case-by-case basis by Reporting Manager and, if necessary, by others on the management team.



DOMESTIC VIOLENCE TRAINING COORDINATOR

Job Classification: TEMPORARY Part Time (up to 20 hours per week)

Salary Range: \$18 - \$20 per hour; paid semi-monthly

Department: Admin

Reporting Manager: Director of Operations

Location of job: Remote & Main Office, 1030 North Ventura Road, Oxnard CA 93030

SUMMARY OF POSITION

The Domestic Violence Training Coordinator plays a key role in the Coalition's mission to educate the community on responses and remedies to domestic violence. The individual in this position will curate a collection of domestic violence training from both internal and external resources to establish the agency's first 40-hour training program for staff, volunteers, and community members. This position is temporary for a one-year grant period.

ESSENTIAL FUNCTIONS

Fundamental Job Requirements

Organizational Training - 100% of fundamental job requirements

- Develop a comprehensive self-guided Domestic Violence training program for staff, volunteers, and community members in accordance to specifications set forth by the California Office of Emergency Services.
- Research and develop applicable waivers/releases for presenters regarding ownership rights of any content collected during the development of the 40-hour training program.
- Based on the established 40-hour Domestic Violence Counselor Training Curriculum, identify and confer with internal and external field experts to develop filmed educational presentations; collect signed waivers for each presenter on any content collected.
- Coordinate the filming of educational presentations; this task includes identifying the best method of filming based on content and style of presenter, assessing quality of training presentation, and troubleshooting technical issues that come up during filming.
- Develop supplementary materials for each presentation to gauge audience comprehension; supplementary materials can include multiple choice quizzes, writing prompts, etc.
- Upload created content onto the agency's Teachable account.
- Performs several test runs of online training to assess for technical or continuity issues.
- Produce media and other content advertising the online Domestic Violence training program.

Other Duties

- Present professional educational presentations on issues of domestic violence and Coalition for Family Harmony programs to the community and partnering agencies.
- Regularly communicate with Coalition Leadership Team, especially in the Clinical Department, on employee needs and feedback.
- Assess and develop programmatic "mini" trainings in collaboration with Program Managers and/or Coordinators toward the goal of professional development of staff.
- Other duties as identified by supervisor.

Schedule

- This position is Temporary Part-Time; continuation of the position is based on annual grant funding as well as agency need.
- The position will work independently and remotely; the schedule for the position may be flexible and set by the employee.
- This position is eligible for overtime benefits.

Educational Requirements

- Bachelor's Degree in psychology, social science, or criminal justice field strongly preferred.

Certifications

- Must obtain Domestic Violence Counselor certification that meets the requirements under California Evidence Code 1037.1 within one year of hire date.
- Must obtain Sexual Assault Counselor certification that meets the requirements under California Evidence Code 1305.2 within one year of hire date.
- Must complete LGBTQ+ 101 Cultural Sensitivity Training within 6 months of hire date.

Knowledge Base/Skills

- Must demonstrate excellent, professional communication and organizational skills.
- Intermediate to advanced knowledge on Microsoft Office and Google Suite is required.
- Intermediate to advanced knowledge on the development of training using online learning platforms, such as Teachable, Udemy, and Skillshare is required.
- Intermediate to advanced knowledge on utilizing audio/visual equipment and software for the purpose of filming quality video presentations is required.
- Demonstrated knowledge of the impacts of domestic violence on various communities of people is strongly preferred..
- Regularly expanding knowledge base on topics of gendered violence, impacts of domestic and sexual assault on the community, working with survivors of violence, and more by reading literature, blog and news posts, etc. is expected.
- Demonstrated ability to maintain accurate records.

Physical Requirements

- Ability to speak English fluently is a requirement.
- Must have the ability to communicate with clientele over phone, electronic correspondence and in-person.
- 100% of the fundamental job requirements occur at the employee's remote workstation.
- Coalition for Family Harmony may accommodate these physical requirements upon request.

Mental/Social Requirements

- Must be able to demonstrate working effectively with and showing respect to all survivors of violence, including those from diverse ethnic, cultural, religious, socioeconomic, sexual preferences and/or identities, gender identities/expression, and political backgrounds.
- Ability to communicate and write clearly and professionally is required.
- Must demonstrate ability to navigate crises and solve problems independently, using best judgment and critical thinking skills.
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- Must maintain a positive, friendly, and welcoming attitude with staff and clients within the organization.
- Must utilize assertiveness, professionalism and non-violent communication when handling issues with staff.
- Must possess exceptional professional and ethical standards.

OTHER INFORMATION

- Must pass an extensive background check.
- **Travel may be required for this position.** Modes of transportation expected for this position to utilize are by automobile or airplane.
- The option to **telecommute** (or to perform essential job duties at home) is required for this position.



School Based Therapist (AMFT, ACSW, APCC)*

**This position is tentative pending funding, school start date and Stay at Home orders*

Job Classification: Regular Full Time or Part Time (30 hours per week)

Salary Range: \$17.00 - \$19.00 per hour; paid semi-monthly

Department: Counseling/OHS

Reporting Manager: Jeff Campbell Clinical Supervisor

Location of job: Oxnard Union High School District

SUMMARY OF POSITION

As an Associate Therapist this position includes providing assessment, individual counseling, family counseling, and/or group counseling to minors within as school in the Oxnard Union High School District. This includes both short term therapy and crisis counseling as consistent with the organization's philosophy, the client's best interest and the therapist's score of practice.

ESSENTIAL FUNCTIONS

Fundamental Job Requirements

- Provides therapy to youth on campus at a school within the Oxnard Union High School District.
- Attends required individual and group supervision with appropriate Clinical Supervisor
- Conducts client intakes and collects required documentation; prepares client assessments, prepares and submits weekly progress notes, treatment plans, exit interview and other client documentation
- Conducts psychoeducational/support groups as needed.
- Maintains weekly therapy records including counselor notes and records of payment.
- Completes weekly and monthly statistical reports
- Maintains all case files and corresponding client documentation
- Facilitates case management; reports group or individual participation/progress; prepares monthly progress reports on all clients
- Collaborates with outside agencies regarding counseling, victim resources, and other miscellaneous needs in order to offer appropriate referrals to clients
- Attends weekly staff meetings
- Advocates for client needs with law enforcement, district attorney's office and other outside agencies
- Other duties as assigned by Clinical Supervisor

Schedule

- The schedule for this position is developed with the reporting manager based on program needs.
- Due to the essential functions of this job, including providing therapy to survivors of violence, **arriving for your shift on time is an essential requirement.**
- This position is eligible for overtime benefits.

Educational Requirements

- Master's Degree with Clinical Emphasis. Must be registered with BBS, license eligible.

Certifications

- Must obtain Domestic Violence Counselor certification that meets the requirements under California Evidence Code 1037.1 within one year of hire date.
- Must obtain Sexual Assault Counselor certification that meets the requirements under California Evidence Code 1305.2 within one year of hire date.

Knowledge Base/Skills

- Basic computer literacy in Microsoft Office programs, including Microsoft Word, Excel and PowerPoint.
- Basic knowledge of general office equipment is required.
- Must demonstrate strong crisis management skills
- Must have strong communication skills both written and verbal
- Regularly expanding knowledge base on topics of gendered violence, impacts of domestic and sexual assault on the community, working with survivors of violence, and more by reading literature, blog and news posts, etc. is expected.

Physical Requirements

- Ability to speak English and Spanish fluently is preferred but not required.
- Must have the ability to communicate with clientele over phone, electronic correspondence and in-person.
- Central air and heating is available in the main office and can be controlled by staff.
- May be required to stand, sit, stoop, bend, and lift/move up to 20 lbs.
- Coalition for Family Harmony may accommodate to these physical requirements upon request.

Mental/Social Requirements

- Must be able to demonstrate working effectively with and showing respect to all survivors of violence, including those from diverse ethnic, cultural, religious, socioeconomic, sexual preferences and/or identities, gender identities/expression, and political backgrounds.
- Ability to communicate and write clearly and professionally is required.
- Must demonstrate ability to navigate crisis and solving problems independently, using best judgment and critical thinking skills.
- Must maintain a positive, friendly, and welcoming attitude with staff and clients within the organization.
- Must utilize assertiveness, professionalism and non-violent communication when handling issues with residents or staff.
- Staff is expected to use initiative during down time to identify and work towards program needs.

OTHER INFORMATION

- Must pass extensive background check
- **Travel is required for this position.** Modes of transportation expected for this position to utilize are by automobile or airplane.
- The option to **telecommute** (or to perform essential job duties at home) is assessed on a case-by case basis by Reporting Manager and, if necessary, by others on the management team.



ROPP Therapist/ASSOCIATE (AMFT, ACSW, APCC)

Job Classification: Regular Full Time or Part Time (20 hours per week)

Salary Range: \$17.00 - \$19.00

Department: ROPP /Probation

Reporting Manager: Jeff Campbell Clinical Supervisor

Location of job: Probation Agency

SUMMARY OF POSITION

As an Associate Therapist this position includes providing assessment, individual counseling, family counseling, and/or group counseling to minors involved with County of Ventura Probation Agency. This includes both short term therapy and crisis counseling as consistent with the organization's philosophy, the client's best interest and the therapist's score of practice.

ESSENTIAL FUNCTIONS

Fundamental Job Requirements

- Provides therapy to youth on probation and support persons as needed.
- Attends required individual and group supervision with appropriate Clinical Supervisor
- Conducts client intakes and collects required documentation; prepares client assessments, prepares and submits weekly progress notes, treatment plans, exit interview and other client documentation
- Conducts psychoeducational/support groups as needed.
- Maintains weekly therapy records including counselor notes and records of payment.
- Completes weekly and monthly statistical reports
- Maintains all case files and corresponding client documentation
- Facilitates case management; reports group or individual participation/progress; prepares monthly progress reports on all clients
- Collaborates with outside agencies regarding counseling, victim resources, and other miscellaneous needs in order to offer appropriate referrals to clients
- Attends weekly staff meetings
- Advocates for client needs with law enforcement, district attorney's office and other outside agencies
- Other duties as assigned by Clinical Supervisor

Schedule

- The schedule for this position is developed with the reporting manager based on program needs.
- Due to the essential functions of this job, including providing therapy to survivors of violence, **arriving for your shift on time is an essential requirement.**
- This position is eligible for overtime benefits.

Educational Requirements

- Master's Degree with Clinical Emphasis. Must be registered with BBS, license eligible.

Certifications

- Must obtain Domestic Violence Counselor certification that meets the requirements under California Evidence Code 1037.1 within one year of hire date.
- Must obtain Sexual Assault Counselor certification that meets the requirements under California Evidence Code 1305.2 within one year of hire date.

Knowledge Base/Skills

- Basic computer literacy in Microsoft Office programs, including Microsoft Word, Excel and PowerPoint.
- Basic knowledge of general office equipment is required.
- Must demonstrate strong crisis management skills
- Must have strong communication skills both written and verbal
- Regularly expanding knowledge base on topics of gendered violence, impacts of domestic and sexual assault on the community, working with survivors of violence, and more by reading literature, blog and news posts, etc. is expected.

Physical Requirements

- Ability to speak English and Spanish fluently is preferred but not required.
- Must have the ability to communicate with clientele over phone, electronic correspondence and in-person.
- Central air and heating is available in the main office and can be controlled by staff.
- May be required to stand, sit, stoop, bend, and lift/move up to 20 lbs.
- Coalition for Family Harmony may accommodate to these physical requirements upon request.

Mental/Social Requirements

- Must be able to demonstrate working effectively with and showing respect to all survivors of violence, including those from diverse ethnic, cultural, religious, socioeconomic, sexual preferences and/or identities, gender identities/expression, and political backgrounds.
- Ability to communicate and write clearly and professionally is required.
- Must demonstrate ability to navigate crisis and solving problems independently, using best judgment and critical thinking skills.
- Must maintain a positive, friendly, and welcoming attitude with staff and clients within the organization.
- Must utilize assertiveness, professionalism and non-violent communication when handling issues with residents or staff.
- Staff is expected to use initiative during down time to identify and work towards program needs.

OTHER INFORMATION

- Must pass extensive background check
- **Travel is required for this position.** Modes of transportation expected for this position to utilize are by automobile or airplane.
- The option to **telecommute** (or to perform essential job duties at home) is assessed on a case-by case basis by Reporting Manager and, if necessary, by others on the management team.



RAPE CRISIS ON-CALL ADVOCATE

Job Classification: Regular Part Time, On Call

Salary Range: \$17.00 -\$19.00 per hour

Department: RCP

Reporting Manager: Rape Crisis/LGBTQ+ Program Manager

Location of job: Safe Harbor locations (Ventura, Simi) or safe locations approved by our SART Team

SUMMARY OF POSITION

The Rape Crisis On-Call Advocate is a member of the Rape Crisis Center that provides direct client advocacy to survivors of sexual violence through our 24-hr Rape Crisis Accompaniment Calendar. On-call Advocates respond to accompaniment calls to our Safe Harbors or locations approved by our Sexual Assault Response Team (SART) within *one hour* in order to provide support to victims of sexual violence. Advocates will work closely with SART, including forensic nurses, law enforcement, the District Attorney's Office, and other community partners. A Rape Crisis Advocate has strong advocacy skills that embrace understanding, compassion, and experience working with vulnerable communities.

ESSENTIAL FUNCTIONS

Fundamental Job Requirements

- Participate in our 24-7 Rape Crisis Accompaniment Calendar in order to provide advocacy and emotional support to survivors of sexual violence in need of support with forensic exams, interviews, and filing police reports.
 - *Advocate must respond to calls within ONE hour of receiving notice of the accompaniment.*
- Provide support during the hours of Monday through Friday from 5PM-8AM (overnight shift) and Saturday and Sunday from 8-5PM or 5PM-8AM.
 - *Advocate will work with our SART Coordinator to select a shift(s) that works for them.*
- Advocate for client needs with law enforcement, district attorney's office and other outside agencies
- Provide referrals, assessments, crisis intervention, advocacy, follow-up services for victims of sexual/intimate partner violence; follow-up must happen within 72 hours.
- Tracks and submits monthly demographics and statistics tied to advocacy services to the SART Coordinator in a timely manner.
- Works collaboratively with SART Coordinator and Rape Crisis Program Manager to prepare and distribute sexual assault prevention/intervention materials to the community when applicable.
- Performs other duties as assigned by Rape Crisis Program Manager.

Schedule

- Advocate will work with SART Coordinator in order to determine a shift that works with their schedule.
- Shift options include Monday through Friday from 5PM-8AM (overnight shift) and Saturday and Sunday from 8-5PM and 5PM-8AM.
- Shifts begin and end 30 minutes before the actual shift. For example, the 5PM-8AM, begins at 4:30PM and ends at 7:30AM. The shift from 8-5PM begins at 7:30AM and ends at 4:30PM.
- Being available for the complete shift is an essential requirement.
- This position is eligible for overtime benefits.

Educational Requirements

- Must have a high school diploma or GED.

Required Training

- Must obtain Domestic Violence Counselor certification that meets the requirements under California Evidence Code 1037.1 within one year of hire date.
- Must obtain Sexual Assault Counselor certification that meets the requirements under California Evidence Code 1305.2 within one year of hire date.
- Must complete our LGBTQ 101 Training within 6 months of hire date.

Knowledge Base/Skills

- Must demonstrate advocacy and crisis counseling skills.
- Must have strong communication skills both written and verbal.
- Regularly expanding knowledge base on topics of gendered violence, impacts of sexual assault, and more by reading literature, blog and news posts, etc. is expected.

Physical Requirements

- Ability to speak English fluently is required.
- Must have the ability to communicate with clientele over phone, electronic correspondence, and in-person.
- Central air and heating is available in the main office and can be controlled by staff.
- May be required to stand, sit, stoop, bend, and lift/move up to 20 lbs.
- Coalition for Family Harmony may accommodate to these physical requirements upon request.

Mental/Social Requirements

- Must be able to demonstrate working effectively with and showing respect to all survivors of violence, including those from diverse ethnic, cultural, religious, socioeconomic, sexual preferences and/or identities, gender identities/expression, and political backgrounds.
- Must complete our agency's LGBTQ+ 101 Training within 6 months of hire date and our assessment tool in order to ascertain knowledge base before working with LGBTQ+ clients.
- Ability to communicate and write clearly and professionally is required.
- Must demonstrate ability to navigate crisis and problem solve independently, using best judgment.
- Must maintain a positive, friendly, and welcoming attitude with staff and clients within the organization.
- Must utilize assertiveness, professionalism and non-violent communication when speaking with clients, staff, or community partners.
- Staff is expected to take the initiative during down time to identify and work towards program needs.

OTHER INFORMATION

- Must pass extensive background check
- **Travel is required for this position.** Modes of transportation expected for this position to utilize are by automobile or airplane when applicable.
- The option to telecommute (or to perform essential job duties at home) is assessed on a case-by case basis by Reporting Manager and, if necessary, by members of the Leadership Team.



SHELTER ADVOCATE ON-CALL POOL STAFF

Salary Range: \$15.64 per hour

Hours: On call as needed

Reports to: Housing Services Manager

Job Summary

Pool Staff at the emergency shelter work alongside survivors of domestic violence and sexual assault in transitioning out of abusive relationships and into safe housing. Pool Staff works both on 24-hour hotline and within emergency shelter program to provide safety planning, goal setting, community resource referral, legal, social service, and housing advocacy, and follow up. This position will serve to fill in shifts for regular staff during holidays, vacation and sick time and when more staffing is required.

Job Duties

- Daily interaction with shelter residents to provide assistance with case management, accompaniment and advocacy.
- Provide peer support to shelter residents as needed.
- Court accompaniment and assistance with filing restraining orders and child custody.
- Assistance with finding employment and other sources of income, resume writing, etc.
- Facilitate intake and exit procedures of shelter residents.
- Maintain shelter client files and collection of statistical documents as required by California Emergency Management Agency, Ventura County Human Services Agency, and other funders of the emergency shelter program.
- Facilitate and maintain professional relationships with community partners.
- Report suspected child and elder/dependent adult abuse to Child and Family Services under Mandated Reporting laws.
- Donation organization and supply management
- Remain updated and participate in trainings relevant to domestic violence survivors in shelter programs, shelter policies and procedures, and general topics in the domestic violence field.

Qualifications

- Must have or be working on Bachelor's Degree in applicable field
- Bilingual in English and Spanish required
- Knowledge of family law legal procedures a plus
- Must be able to appropriately interact with private, corporate, and public agencies
- Must demonstrate sound administrative skills, problem-solving skills, and time management skills
- Computer literacy in such programs as Microsoft Word, Excel, Access, and PowerPoint
- Must be able to handle situations requiring tact, poise and professionalism
- Must have knowledge of general office equipment
- Willingness to work flexible schedule
- May be required to lift and/or move up to 20 pounds
- Must pass extensive background check
- Abilities to communicate effectively and write clearly are essential
- Must be able to work with and respect people from diverse ethnic, cultural, religious, socioeconomic, sexual preferences and/or identities, and political backgrounds
- Complete Domestic Violence and Sexual Assault Crisis Counselor Training; maintain crisis counselor status by completion of 12 CEU's in relevant DV and SA training annually.



BATTERERS INTERVENTION GROUP FACILITATOR

Salary Range: \$17.00 - \$18.00 per hour DOE; pay incentives available for facilitating multiple groups Hours: Part Time – Hours vary Reports to: Coalition Management Team

Job Summary

Batters Intervention Group Facilitator facilitates 52 week psycho-educational groups for offenders of domestic violence. Facilitator works with program coordinator to maintain accurate records of client participation in accordance to probation standards. Must have completed the required 40 hour training and received certification to provide batterers intervention classes.

Job Duties

- Facilitates court mandated classes for the 52 week Batterers Intervention Program.
- Ensures that the lesson plans adhere to the approved curriculum and remains in accordance with the requirements stated in Penal Code § 1203.097 & 1203.098.
- Provides training and guidance to new facilitators through the co-facilitation of groups.
- Maintains accurate and timely records of all contacts, including filing of weekly case notes, assessments, assignments and other relevant correspondence.
- Administers pre, mid and final evaluations for group participants.
- Ensures that the group tone, content and therapeutic methods reflect the principle of holding participants accountable through exploration of the roots and intent of their behavior.
- Attend regular supervision with supervisor and staff meetings as assigned.
- Participates in both external and internal trainings as assigned.
- Mandated reporter of child and elder abuse.
- Miscellaneous duties as assigned.

Qualifications

- **Master's Degree in social services preferred**
- **Must have certification to provide 52 week batterers intervention classes.**
- **Must have completed the required 40-hour domestic violence training pursuant to Penal Code § 1203.098, prior to facilitating groups.**
- **Bilingual English/ Spanish preferred.**
- Must have prior experience facilitating psycho educational groups and possess strong group management skills.
- Must maintain 16 continuing education credits annually, pursuant to penal code 1203.098 and all other necessary training and education requirements in order to facilitate batterer's intervention groups. □
Must maintain approved provider facilitation status through Ventura County Probation at all times.
- Have extensive knowledge of family systems, dynamics of domestic violence, substance abuse, anger management, child abuse, co-custody parenting, child development and the cycle of violence.
- Must have experience facilitating both male and female batterer intervention groups.
- Must possess strong crisis intervention skills and have firm knowledge of reporting laws.
- Must be able to work effectively with individuals from diverse socioeconomic and cultural backgrounds.
- Must be able to work independently and maintain flexibility.
- Must be available to work evenings.
- Successful background and criminal clearance required.
- Complete 80-hours of Domestic Violence and Sexual Assault Crisis Counselor Training