



FAMILY VIOLENCE PREVENTION SPECIALIST JOB DESCRIPTION

Purpose:

- To work with a team of staff and volunteers from MCVP and the Division of Children, Youth, and Families (DCYF) to provide direct services to survivors of domestic violence, sexual violence, stalking, and human trafficking.

Major Responsibilities:

DCYF Referrals and Consults:

- Assist Child Protection Service Workers (CPSW) with the assessment of families when a co-occurrence of domestic violence and child abuse/neglect is identified.
- Assess and coordinate services for the non-offending parent/caregiver.
- Team with CPSWs in meetings with non-offending parents/caregivers and/or their children when deemed appropriate.
- Coordinate and provide MCVP advocacy services with non-offending parents/caregivers. Provide systems advocacy among MCVP, DCYF, and the Department of Health and Human Services (DHHS) to include consultation, reviews, and referrals.
- Respond to Monadnock Region Child Advocacy Center (MRCAC) interviews to provide direct services to non-offending parents/caregivers and attend MRCAC case review meetings.

FVPS Training and Education:

- Participate in DCYF core training as required.
- Work with MCVP and DCYF staff to provide training and education on the co-occurrence of domestic violence and child abuse/neglect to collaborative providers, organizations, businesses, and the community at large.
- Provide training sessions related to domestic and sexual violence and stalking to DHHS staff as needed.
- Attend weekly staff meetings at both MCVP and DCYF.
- Attend quarterly FVPS meetings.

Other Direct Service:

- Provide direct services to victims of domestic and sexual violence and stalking, including systems advocacy.
- Complete victim contact logs in accordance with NHCADSV Program Standards and agency protocol.
- Provide advocacy on 24-hour crisis line beyond regular office hours as scheduled.
- Maintain an active referral network with professionals, businesses, and social service agencies to assist victims.

Other:

- Work with the staff, volunteers, and Board of Directors to establish directions and priorities for MCVP.
- Participate in special projects and assignments as required for the effective operation of the organization, which may include participation in special projects at the Coalition level.
- Complete education and outreach logs in accordance with NHCADSV Program Standards and agency protocol.

Qualifications:

Education:

- Minimum of an undergraduate degree
- 35 hours of training in accordance with NH RSA 173C
- DCYF Core Training Sessions

Skills:

- Crisis intervention and advocacy skills
- Strong verbal and written communications skills
- Highly organized and strong attention to detail
- Ability to provide training, education, and public awareness programs.

Knowledge:

- Understanding of the dynamics of domestic violence, sexual violence, and stalking
- Understanding of the co-occurrence of domestic violence and child abuse/neglect
- Knowledge of local community resources
- Knowledge of trauma-informed care
- Adequate computer facility, including word processing and Outlook.

Other:

- Reliable transportation
- Valid Driver's License
- Insurance Coverage (vehicle)
- Criminal Background and DMV Check
- Must like in the Monadnock Region

Benefits: Health including Dental, Retirement contribution, Four weeks vacation

Compensation: \$18 per hour

Classification: (100% Direct Service) (40 Hours, Full-time, Non-Exempt)

The FVPS will work 20 hours per week in the DCYF Keene District Office with the Child Protective Services Unit and 20 hours per week in the MCVP office.

Supervision:

MCVP and DCYF will share supervision and evaluation of the FVPS position. The primary supervisor will be MCVP's Direct Services Program Director