



Monadnock Center for Violence Prevention (MCVP)

Job Description

Prevention Educator

Purpose: To implement and expand prevention education/outreach efforts in area schools and the community under the direction of the Director of Prevention Education (DPE) and provide direct services to victims of domestic and sexual violence, stalking, and human trafficking.

Major Responsibilities:

Education and Outreach Program Implementation:

- Work with the DPE to plan, present and enhance all community education, school-based prevention programming, and professional training.
- Work with DPE to design, coordinate and implement community awareness programs (such as publicity campaigns, Awareness Month events, etc.).
- Create social media content in collaboration with Education Team and Development Director.
- Assist with preparation of quarterly statistical data reports and annual reports of Education/Outreach activities to comply with the New Hampshire Coalition Against Domestic and Sexual Violence (NHCADSV) reporting guidelines.
- Complete education and outreach logs in accordance with NHCADSV Program Standards and agency protocol.

Direct Services:

- Provide direct services to victims of domestic and sexual violence, to include systems advocacy.
- Complete survivor 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 services agencies to assist victims, sitting on community committees as assigned by supervisor.

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.

continued

Qualifications:**Education:**

- Minimum of an undergraduate degree, or equivalent experience in a related field
- 40 hours of Foundations of Advocacy training in accordance with NH RSA 173C – will be arranged by MCVP.

Skills:

- Strong verbal and written communication skills
- Experience in offering public presentations to and trainings for groups of all ages
- Highly organized with efficient time management
- Emotional intelligence
- Strong attention to detail
- Ability to be self-directed
- Crisis intervention and advocacy skills

Knowledge:

- Understanding of issues related to domestic violence, sexual violence, stalking, and human trafficking
- Knowledge of local community resources
- Adequate computer facility, including word processing and Outlook
- Adequate knowledge of social media communication strategies and platforms

Other:

- Reliable transportation
- Valid Driver's License
- Insurance Coverage (vehicle)
- Criminal Background and DMV Check

Classification:

90% education/outreach, 10% direct service
40 hours, Full Time, Exempt

Responsible to: Director of Prevention Education

Compensation: \$39,520 - \$52,000 plus generous benefits package