**Violence Prevention Education Coordinator**

# Job Description

Reports To: Assistant Director

Executive Director

Training: 20-hr Crisis Counseling/Dynamics of Domestic Violence and Sexual Assault Training Offered by REACH of Macon County.

Work Schedule: FT with benefits; Monday-Friday 9-5 with some evening/weekend hotline shifts

**Job Summary:**The Violence Prevention Education Coordinator plays a crucial role in designing, implementing, and evaluating programs aimed at preventing domestic and sexual violence and promoting healthy relationships within communities. This position involves developing educational initiatives, collaborating with community partners, and providing training to empower individuals with knowledge and skills to prevent domestic violence and sexual assault.

Project Work Description:

1. **Program Development:** Design comprehensive violence prevention education programs tailored to diverse audiences, including schools, colleges, workplaces, and community groups.
2. **Curriculum Design:** Develop age appropriate and culturally sensitive educational materials, workshops, and presentations on topics such as consent, healthy relationships, bystander intervention and sexual and domestic violence prevention.
3. **Training Delivery:** Conduct interactive training sessions for educators, students, professionals, and community members on violence prevention strategies, risk reduction, and support services.
4. **Community Engagement:** Establish and maintain partnerships with local organizations, schools, law enforcement agencies, and healthcare providers to coordinate outreach efforts and promote collaboration in addressing domestic and sexual violence.
5. **Awareness Campaigns:** Organize awareness events, campaigns, and activities to raise public consciousness about the prevalence and impact of sexual violence and the importance of prevention.
6. **Data Collection and Analysis:** Collect, analyze, and report data on program outcomes, participant feedback, and community needs to inform program improvement and advocacy efforts.
7. **Resource Development:** Compile and disseminate resources, referrals, and information on support services, legal rights, and reporting options for survivors of domestic violence and sexual assault.
8. **Advocacy:** Advocates for policy changes and systemic interventions to address the root causes of domestic and sexual assault and enhance community responses and prevention efforts.

* + - Provide direct client services including intakes, supportive counseling, accessing needs, information and referrals, goal setting, case management, and some transportation as needed.
		- As needed, assist Court Advocate in providing information, accompaniment, Victim Compensation assistance and other court advocacy duties.
		- Receives training and education to ensure knowledge of best practices in implementing primary prevention strategies.
		- Responsible for documentation of statistics and other necessary programmatic information as requested.
		- Assists in the training and utilization of project volunteers.
		- Provides direct client services including hotline coverage, crisis counseling, information/referrals, victim’s compensation assistance, and peer support group.
		- Responsible for the documentation of client files, statistics, and other necessary programmatic information as requested.
		- Assist with agency outreach campaigns and fundraisers.

Skills/Qualifications:

* + - In-depth knowledge of rape culture, gender-based violence dynamics, and intersectionality.
		- Ability to work collaboratively with diverse stakeholders and build partnerships.
		- Demonstrate understanding of trauma-informed practices and survivor-centered approaches.
		- Proficiency in program evaluation, data analysis, and report writing.
		- Sensitivity to the needs and experiences of survivors of sexual and domestic violence.
		- Strong management and leadership skills.
		- Able to work independently
		- Ability to connect and relate to adolescents
		- Comfortable with public speaking
		- Human relations/social service skills a plus
		- Bachelor’s or Master’s Degree in Public Health, Social Work, Psychology, Women’s Studies, Education, or related field a plus.
		- Supportive and understanding of the philosophy and mission of REACH of Macon County.

*The Mission of REACH of Macon County is to eradicate domestic violence, sexual assault, and human trafficking crimes in our community through prevention, intervention, and educational services****.*** *REACH also takes affirmative action to ensure equal opportunity for all applicants without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, veteran status, or other legally protected characteristics.*