



Empowering individuals, families and our communities to take action against violence and abuse.

Job Description: FAMILY SUPPORT SPECIALIST

DESCRIPTION

Under the supervision of the Crisis Intervention Program Manager and within the scope of the agency's mission, the Family Support Specialist is responsible for providing direct services to the children of survivors of domestic violence and teen survivors of domestic violence, sexual assault, and/or human trafficking. This position is Full-time.

DUTIES AND RESPONSIBILITIES:

- Conduct intake assessments to identify children's and teens' needs and develop service plans.
- Provide crisis intervention services to children of battered persons and teen victims of domestic violence, sexual assault, or human trafficking in the Watsonville, and Santa Cruz offices, as well as the shelter.
- Provide referrals to and advocate on behalf of children and teens as necessary.
- Coordinate, facilitate, and document teen educational/support groups at high schools and middle schools.
- Coordinate, facilitate, and document evening support groups for children and teens during Monarch Services Support Groups at the Watsonville and Santa Cruz offices; collaborate on weekly topics with Monarch staff.
- Provide support and information to parents/guardians/caregivers handling crisis and/or transitional situations with their children and teens.
- Provide positive role modeling for parents/guardians/caregivers regarding non-violent discipline and conflict resolution skills.
- Uphold responsibility to report suspected child abuse and neglect in accordance with the law.
- Assist with coordinating and facilitating educational, recreational and therapeutic activities for children and teens on an individual and group basis.
- Maintain the organization, safety and cleanliness of children's toys, equipment and play areas.
- Provide support to crisis line and other crisis intervention services, as needed.
- Work closely with Case Manager to maintain clear and concise client files and records, and assist in gathering statistical information in compliance with funding requirements.
- Complete a State-Certified Domestic Violence/Sexual Assault Peer Counselor Training.
- Maintain Peer Counselor certification by completing continuing education requirements as required by state grantors.
- Develop and maintain partnerships with schools and other youth and teen service agencies.
- Attend staff meetings, trainings, supervision meetings and other agency meetings as required.
- Maintain effective working relationships with other agency staff, volunteers, board of directors, clients, and with representatives of government, and other community organizations.
- Other duties related to the specific classification as assigned.

MINIMUM QUALIFICATIONS:

- Bilingual (English/Spanish) required.

- Education or experience equivalent to one year of relevant college coursework or experience working with children and/or youth.
- Strong written and verbal communication skills.
- Knowledge of and experience working in the Latino community and other unserved and underserved communities.
- Knowledge of intimate partner violence, sexual assault, trauma, and community resources.
- Ability to work with people of diverse ethnic, cultural, religious, socio-economic, sexual and political orientations.
- Ability to work flexible hours including evenings and weekends, as needed, to be responsive to agency needs.
- Have completed a State-Certified Domestic Violence/Sexual Assault Peer Counselor Training and an agency Advocate Training.
- Possession of valid California driver's license and use of an insured vehicle.
- Working knowledge of personal computer, experience with MS Office software including Word and Outlook.

PHYSICAL JOB REQUIREMENTS:

During working hours, employee must have the ability to:

- Sit for long periods of working hours.
- Lift objects to 25 pounds from floor to waist level and carry for brief periods.
- Bend and stoop while filing.
- Twist and reach while at a desk or computer terminal.
- Maintain physical and mental composure while dealing with emergencies, walk-ins as well as difficult situations.
- Legally and physically drive personal and/or agency vehicle during regular work hours.

Classification: Non-exempt, Full-Time Position (40 hours, some evenings and weekend days are required)

Salary: \$17.00/hour (include bilingual pay differential)

Benefits: Employer paid health benefits. PTO and Holiday pay for regular employees.

How to apply:
Submit your resume and cover letter packet
clearly outlining your related experience to this position
via e-mail (MS Word or PDF formats only) to brianal@monarchscs.org

The position deadline to apply is April 14, 2017

NON-EXEMPT EMPLOYEES OF MONARCH SERVICES ARE REPRESENTED BY
 SERVICE EMPLOYEES INTERNATIONAL UNION.

Imagine yourself working for a social justice organization that helps change the lives of women, men, and children....

MONARCH SERVICES IS AN EQUAL OPPORTUNITY EMPLOYER.
 WE VALUE AND WELCOME DIVERSITY OF ETHNIC, CULTURAL, RELIGIOUS, SOCIO-ECONOMIC, POLITICAL BACKGROUNDS,
 SEXUAL ORIENTATION/IDENTIFICATION AND ABILITIES.

We take pride in being a family friendly workplace.

Monarch Services is a green-certified business

