POSITION DESCRIPTION

Intimate Partner Violence / Child Welfare Specialist
(40 Hours – available shifts are 8am to 4pm, 10am – 6pm, and 12 – 8pm)

GENERAL SUMMARY: WC&S is a comprehensive domestic violence program annually serving over 6,000 adult and child survivors of domestic violence with high-quality, trauma-informed services. All employees support the organization’s Mission, Guiding Principles, Values, & Women’s Center Business Systems, and are sensitive to cultural and workplace harmony. WC&S is hiring three Specialists due to an expanded contract with Allegheny County Department of Human Services.

SUMMARY: Provides intimate partner violence-related consultation, outreach, and training to assist CYF-involved families experiencing intimate partner violence.

REPORTS TO: WC&S’ Intimate Partner Violence/Child Welfare Supervisor

RESPONSIBILITIES:

Work as a member of the WC&S Intimate Partner Violence / Child Welfare team. This includes meeting weekly with the team to review, receive, and prioritize goals and responsibilities and discuss case management and issues/problems related to the team’s caseload,

Provide consultations and training on intimate partner violence to staff in Allegheny County OCYF (Office of Children Youth & Families):

- Provide one-time and ongoing consultations regarding families experiencing intimate partner violence (IPV). Attend Conferencing and Teaming meetings with staff and families experiencing IPV.
- Provide training to OCYF new and veteran caseworkers on the intersection of IPV and child welfare.

Work with families experiencing intimate partner violence:

- Provide culturally competent crisis intervention and supportive services to survivors of intimate partner violence (IPV) and their children.
- Provide ongoing systems advocacy to the survivors within the Child Welfare System in Allegheny County.
- Utilize knowledge of provider agencies in Allegheny County to effectively coordinate WC&S services with other agencies to benefit families involved with OCYF.
- Provides consultation to WC&S staff regarding CYF-related issues for survivors receiving services at WC&S.

Work with Allegheny County Provider Agencies:

- Provide consultations and training to Allegheny County agencies providing services to OCYF families that have experienced Family Violence.
Data / Administrative:

- Document and enter accurate client information and systems advocacy and submit data in a timely manner
- Performs other duties as assigned by supervisor.

Additional Requirements:

- This position requires being available for weekly on-call hours which may include overnights, weekends, and holidays.
- This position will be based out of WC&S with regular days in at least one CYF office.

QUALIFICATIONS:

- Bachelor’s Degree required (Master’s Degree preferred) - in social work/social sciences or related field;
- 1-3 years in direct service in a human service agency, preferably working with IPV victims, perpetrators, or children in a trauma-informed environment;
- Sensitivity to issues related to IPV, Family Violence, and cultural diversity;
- Ability to multi-task and adapt to change;
- Ability to work independently and as a member of a team;
- Effective written and oral communication skills and active listening skills;
- Working knowledge of Microsoft Office Windows, Outlook and Word and enthusiasm for entering data in a timely manner;
- Act 33/34 and FBI clearances
- Being bilingual is not mandatory but is a plus.

Salary Grade: low to mid $30,000s annually (plus benefits)
Non-Exempt Status

Please submit a cover letter and resume by December 8, 2017 to Nicole Molinaro Karaczun at molinaron@wcspittsburgh.org. Thank you!