

COMMUNITY EDUCATOR

REPORTS TO: CHIEF EDUCATION OFFICER

COMPENSATION: COMMENSURATE WITH EXPERIENCE

COMMITMENT TYPE: 10-12 MONTH FULL TIME POSITION

BASE OF OPERATIONS: TYLER, TEXAS

SUMMARY:

Children's Advocacy Center of Smith County (CAC) provides comprehensive services to child victims of abuse and their non-offending caregivers in conjunction with a multi-disciplinary team (MDT) made up of law enforcement, child protective services and the district attorney. Working within this team environment, the Community Educator's role is to increase the awareness of child abuse by providing educational presentations to child groups and child-serving organizations, building community partnerships and implementing community-wide prevention initiatives.

ESSENTIAL FUNCTIONS:

- Provide education and training to members of the community regarding child abuse prevention, recognition, and reporting
- Provide evidence-based child abuse prevention curriculum to school aged children in school settings and child serving organizations
- Represent the CAC of Smith County at networking events, community meetings, and outreach events
- Partner with school administrators, staff, local agencies, and MDT partners to foster coordination of services and integration with other school and community programs
- Maintain knowledge of current research, evidence-based sexual abuse prevention strategies and programs
- Maintain cross-cultural awareness in the performance of all responsibilities
- Conduct professional interviews with media outlets to educate the Smith County community about child abuse
- Serve as the point of contact for requests for presentations and maintain an internal database to assist with specialized trainings, presentations, or events.
- Conduct community outreach to organizations such as, but not limited to, community agencies, elementary, middle, and high schools, alternative school settings, local businesses, and other human service agencies in Smith County
- Attend trainings and professional development regarding prevention of child abuse
- Track, compile, and report monthly statistics for grant purposes.
- Maintain positive professional relationships with all center staff, volunteers, MDT members and community partners
- Other duties as assigned by the Chief Education Officer

EDUCATION:

- Bachelor's Degree (minimum) in social work, education, social science or related field with 2 years of related work experience
- Experience and/or training related to classroom experience, community outreach, or equivalent combination of education and experience

Training (licenses and certifications):

- Valid driver's license; reliable transportation and liability insurance

Experience:

- Bilingual English/Spanish preferred
- High level of oral and written communication skills
- Demonstrated knowledge of child abuse and neglect
- Superior teaching/training/presentation skills
- Proficiency with Microsoft Windows 12 and Office 365 Operating Systems, Word, Excel, and Outlook

Intellectual and Physical Requirements:

- Ability to work well under pressure, multi-task and balance diverse requirements noted above to respond quickly to challenges
- Desirable personal qualities include: patience, tact, good judgment, flexibility, a positive attitude, compassion, perceptive, culturally sensitive, motivated, high professional standards and ethics, and an ability to get along with a diverse team of people from various disciplines
- Bending, stooping, reaching and other movement required in dealing with children. Lifting of office materials (up to 20 lbs.)

OTHER INFORMATION:

- Travel may occasionally be required for educational or business purposes. It is not anticipated that any travel will last more than 2 or 3 days
- Ability to understand and abide by the confidentiality requirements and procedures related to working in environment such as the Children's Advocacy Center
- Employment dependent upon the successful completion of a background check, including criminal, civil, CPS and registered sex offender clearances.

The above statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as exhaustive of all responsibilities, duties and skills required for the position.

If you are interested and meet the requirements for this position, please send a cover letter and resume to ttanner@cacsmithcounty.org