

POSITION: Community Engagement Specialist
(Floater)

Status: Non-Exempt

Hours: 35 hrs/week

DEPARTMENT: Education and Training

REPORTS TO: VP, Development & Education

SCOPE OF WORK: Provide community-based outreach efforts aimed at increasing public and professional awareness of the issues of family, domestic and sexual violence. This individual will split work time throughout the Taunton, Milford and Attleboro offices. It is expected that the Community Engagement Specialist's job performance will incorporate the practice and promotion of New Hope's core values which include respect, teamwork, empowerment and professionalism.

PRIMARY DUTIES:

- Work in conjunction with the Prevention Education Team to develop and implement sexual and domestic violence prevention activities tailoring relationship-building organizing models tailored to the unique issues of surrounding communities.
- Implement prevention and education plans aimed at supporting adults and youths.
- Provide community and school-based education, as well as informational tabling events, aimed at decreasing the prevalence of sexual and domestic violence.
- Develop and maintain collaborative relationships with community resources and allied service providers.
- Actively participate in intra-agency committees, community and statewide coalitions, roundtables, Community Health Needs Assessments (CHNAs), etc. as needed.
- Collaborate in the development of outreach and marketing materials, both print and online, to meet the Agency and audience needs.
- Contribute to the arrangement & provision of pre-service training as directed by Manager of Prevention Education.
- Assist with planning and provide coverage for various "Awareness Month" activities including Domestic Violence Awareness Month, Teen Dating Violence Awareness Month and Sexual Assault Awareness Month.
- Implement ongoing evaluation and assessment activities to determine efficacy of prevention efforts.

GENERAL DUTIES:

- Prepare reports as requested.
- Document event related information from outreach and presentations for agency reporting.
- Attend all-agency meetings and other meetings as requested.
- Other duties as assigned by the Manager of Prevention Education.

SKILLS AND ABILITIES:

- 1-2 years' experience in human services.
- Strong creative abilities which will allow for adaptability to deal effectively with various situations and requirements.
- Strong presentation and public speaking skills
- Ability to communicate effectively and with sensitivity and discretion.
- Demonstrates cultural humility when interacting with people of different identities
- Ability to use judgment to tailor complex violence prevention information and apply it to meet the needs of varied audiences.

- Strong interpersonal, problem-solving, organizational and prioritizing skills.
- Effective time management.
- Demonstrates ability to manage multiple tasks, working both independently and as part of a team.
- Openness to community input and ability to integrate such input into prevention efforts.
- Self-motivated, dependable and self-reliant.
- Strong written communication abilities, including grammar and proof reading.
- Flexibility with time and scheduling to include nights and weekends and demonstrates punctuality and dependability.
- Valid driver's license, dependable transportation and willingness to travel throughout the state.
- Demonstrates computer skills and capable of adapting to new technologies.

EDUCATION AND EXPERIENCE:

- B.A./B.S. in human services or related field preferred.
- Training in family, sexual and domestic violence preferred.
- Experience with providing direct services to victims and families preferred.
- Bilingual (Spanish)/bicultural preferred.