

Voices of Hope



Job Title: Groups and Prevention Coordinator

Reports to: Associate Executive Director

Positions Supervised: Interns and volunteers as assigned

Status: Full-time, hourly, exempt.

Salary: \$20-22/hour

1. Direct Service Provision

- Share responsibility with other staff for crisis line, in-house advocacy, weekly staff-on-call, and weekend staff-on-call coverage.
- Co-facilitate weekly support groups, including groups for high school age youth as well as 1-2 evening groups for adults each week.

2. Communication and Outreach

- In collaboration with Education and Training Coordinator, design and implement VOH's prevention education, staff development trainings and outreach services.
- Partner to develop and enhance community-wide prevention interventions and systems response.
- Assist in providing volunteer training sessions as it relates to prevention services.
- Participate in community outreach activities.

5. Statistics/Documentation

- Collect and maintain data on groups and prevention services.
- Assist in agency data collection.
- Maintain client records on own individual clients.

6. Agency Citizenship

- Attend staff, case review, and staff development meetings.
- Perform other duties as assigned
- Acknowledge and abide by the rules, policies, and procedures of Voices of Hope.

QUALIFICATION: The ideal candidate will have experience in social work, counseling, criminal justice or a related field, or equivalent experience. The candidate must also have a passion for working with survivors of relationship violence and promoting social change.

TO APPLY: Submit a cover letter, resume, and three references to: Voices of Hope, 2545 N St., Lincoln, NE 68510. ATTN: Groups and Prevention Coordinator Selection Committee. Or email application items to vohadmin@voicesofhopelincoln.org. Applications will start being reviewed on 07/01/2024. Position will be opened until filled.

EQUAL OPPORTUNITY EMPLOYER: Voices of Hope is proud of our staff members and their passion for helping victims of domestic violence and sexual assault. We do not discriminate against any employee or applicant for employment because of race, color, sex, age, national origin, religion, sexual orientation, gender identity and/or expression, status as a veteran, disability, or any other federal, state, or local protected class.