

Position Opening

Facilitator – Project Safe and Smart

Job Summary:

The York County Children's Advocacy Center is seeking a Facilitator for Project Safe and Smart. This position is a temporary, full-time position for the duration of the grant project.

The project, funded by the Pennsylvania Commission on Crime and Delinquency (PCCD), is a collaboration with PCCD and researchers from the Child Maltreatment Solutions Network (CMSN) at the Pennsylvania State University. Project Safe and Smart seeks to implement two specific evidence-based programs with the community, schools, and parents in York County to prevent child sexual abuse. The facilitator will work closely with the Implementation Coordinator and Research Team from CMSN and with their support will ensure successful implementation of these programs and completion of the funding directive.

Specific Responsibilities:

The facilitator, with support from the program coordinator, PCCD, the Implementation Coordinator and Research Team at CSMN, will be responsible for the following:

Implementation (approx. 90%):

- Complete training of school and parent components of the project
- Implement school and parent/community components of the project

Implementation Technical Support (approx. 3%):

- Assist FT facilitator with media and outreach campaign (i.e., social media, direct mailing/emailing, radio spots) to aid in the recruitment parents/community members to participate in parent component as needed
- Assist FT facilitator with enrolling participants in the parent component as needed
- Assist FT facilitator with scheduling school component as needed

Research Support (approx. 2%):

- Assist with informed consent procedures for all participants

Implementation of Stewards of Children (approx. 5%)

- Complete Darkness to Light's Stewards of Children facilitator training
- Implement Stewards of Children, in-person or virtual workshops during Year 1

Performs other duties as assigned.

Minimum Qualifications:

- Bachelor's or higher degree in a major such as social or health science (e.g., psychology, human development, public health, social work, prevention science); OR master's degree in social or health science; OR appropriate combination of education and experience
- Completion of the Institutional Review Board – Collaborative Institutional Training Initiative (IRB CITI) training before interacting with any participants and recertification every 3 years (will be coordinated by Research Team at CMSN)
- Fluent in Microsoft Office Suite (i.e., Word, PowerPoint, Excel)
- Strong organizational skills and attention to detail
- Effective communication skills (written and oral)
- Ability to prioritize and balance competing priorities
- Effective problem-solving and critical thinking ability
- Ability to work on team and independently

Term of Temporary Full-time Position: July 1, 2022 (or first date of hire) – June 30, 2024.

Salary: \$25.64/hour

Benefits:

Medical – employee only; dependents not covered

Dental/Vision

Life/Short Term Disability

Simple IRA retirement match (agency will match up to 3% employee contribution)

20 PTO Days per year

13 paid holidays per year (York County Schedule)

York County Children's Advocacy Center does not discriminate against any employee or client or other person on account of age, race, color, gender, religious creed, national origin, marital status, sexual orientation, or handicap. Furthermore, YCCAC shall comply with the Contract Compliance Regulations of the Pennsylvania Human Relations Commission, any pertinent Executive Order of the Governor and with all laws prohibiting discrimination in hiring or employment opportunities and the provision of child welfare services.

To apply, please forward resume and cover letter (email preferred) to Melissa Page, Project Safe and Smart Coordinator, York County Children's Advocacy Center, at mpage@yorkcac.org.