

The Family Center is looking for Domestic Abuse Services Coordinator – and it could be YOU!

As The Family Center's full-time **Domestic Abuse Services Coordinator**, you will provide support, resources and information, and referrals to non-residential victims of domestic violence and/or sexual assault. In this position, you will serve as a "first responder," answering The Family Center's crisis line and/or meeting with walk-ins, and making referrals to specialized Family Center advocates as appropriate. You will be supervised by The Family Center's Program Manager.

This full-time position is Monday through Friday (first shift), and some on-call shifts. It pays \$21.15 per hour, and you also get vacation, emergency time, and paid holidays.

What are we looking for from **you**?

- Bachelor's degree in a related field or equivalent experience desired
- One year experience working in a social services capacity, particularly with people in crisis.
- Understanding of domestic and sexual abuse dynamics, and trauma-informed practices.
- Dependable, strong, work ethic.
- Good active listening skills.
- Ability to handle crisis situations in a fast-paced environment.
- Good oral and written communication skills and interpersonal skills.
- Ensure state and federal confidentiality laws are followed, as outlined in the agency's confidentiality policy.
- Understanding of trauma-informed practices.
- Able to maintain confidential counseling and advocacy relationship as a priority.
- Office skills including Microsoft Office.
- Have a maintain a safe driving record and valid driver's license.
- Represent The Family Center in a professional, positive manner.

If you are checking off the boxes and think this job is a good career fit for you, send your cover letter and resume to:

The Family Center
Attn: Tricia Fancher

500 25th St. N.
Wisconsin Rapids, WI 54494
FAX: 715-421-3036

Email: director@familyctr.org

Application deadline: Open until filled

