



Women's Center & Shelter
of Greater Pittsburgh

JOB DESCRIPTION

WC&S CYF (Children, Youth, and Families) IPV (Intimate Partner Violence) SPECIALIST

(40 Hours; 8:30 am – 4:30 pm with a weekly on- call rotation)

GENERAL SUMMARY: WC&S is a comprehensive domestic violence program serving over 8,000 adult and child survivors of domestic violence annually & facilitating intervention groups to over 500 men who batter. All staff learn about and support the organization's mission, guiding principles, and values, as well as the tenets of Women's Center Business System (WCBS), and are sensitive to cultural and workplace harmony and infusing principles of Sanctuary (a model for providing trauma-informed care) into their daily interactions with clients and co-workers.

SUMMARY: Provides consultation, coaching, and training to Office of Children Youth and Family Services (OCYF) Caseworkers. Provides consultation, outreach, and services to families involved with OCYF experiencing intimate partner violence (IPV). Serves the adult and child survivors of IPV in addition to working with the parties utilizing offending behaviors. Co-located between the WC&S office and the assigned CYF offices.

REPORTS TO: WC&S CYF IPV Program Manager

RESPONSIBILITIES:

Work with OCYF:

- Provide consultations to OCYF caseworkers and staff regarding families experiencing IPV.
- Establish and maintain effective relationships with OCY caseworkers and supporting agency staff.
- Provide training to OCYF new and veteran caseworkers on the intersection of IPV and child welfare.
- Attend Conferencing and Teaming meetings with OCYF staff and their families experiencing IPV.
- This position is co-located between WC&S and at least one CYF office.

Work with families:

- Provide culturally competent crisis intervention and supportive services to survivors of intimate partner violence (IPV) and their children.
- Provide culturally competent crisis intervention services to parties utilizing offending behavior.
- Provide ongoing systems advocacy to the survivors of Family Violence within the Child Welfare System in Allegheny County.

- Utilize knowledge of provider agencies in Allegheny County to effectively coordinate WC&S services with other agencies to benefit families involved with OCYF.
- Provide consultation to WC&S staff regarding CYF-related issues for survivors receiving services at WC&S.

Work with OCYF Provider Agencies:

- Provide consultations and training to Allegheny County agencies providing services to OCYF families that have experienced Family Violence.

Data / Administrative:

- Document and enter accurate client information and systems advocacy and submit data in a timely manner.
- Meet weekly with the CYF Program Manager to review, receive and prioritize tasks and discuss case management and issues/problems related to the team's caseload.
- Attend weekly Team Supervision and monthly All Staff Meetings.

Additional Requirements:

- This position requires being available for regular on-call hours (including overnights, weekends, and holidays).
- Perform other duties as assigned.

QUALIFICATIONS:

- Bachelor's Degree in social work/social sciences or related field (Master's Degree preferred).
- 1-3 years in direct service in a human service agency, preferably working with IPV victims, perpetrators, or children.
- Sensitive to domestic violence and cultural diversity issues. Demonstrate an understanding of abusive family dynamics, including intimate partner violence, cycle of abuse, power and control dynamic, and child abuse and neglect.
- Ability to effectively work with the family unit, including those utilizing offending behaviors.
- Experience and proficiency with training professionals.
- Ability to multi-task and adapt to change.
- Ability to work independently and as a member of a team.
- Effective written and oral communication skills and active listening skills.
- Bi-lingual or multi-lingual proficiency (particularly American Sign Language and/or Spanish) preferred.
- Ability to effectively navigate Allegheny County in a timely fashion. A vehicle is not required, though preferential in the course of this position's duties.
- Ability to complete paperwork and enter data in a timely and accurate fashion required.
- Ability to understand and use the following:
 - Confidentiality and safety procedures.
 - Microsoft Office (Windows, Outlook, Word, Excel).
- Act 33/34 and FBI Clearances required.

CORE COMPETENCIES:

Successful candidates will demonstrate the ability and commitment to:

- Be willing, motivated, and comfortable working with the family unit, including adults utilizing offending behaviors.
- Establish healthy boundaries, trust, respect and rapport with clients and other professionals.
- Effectively train other professionals on intimate partner violence and its intersection with child welfare.
- Effectively provide consultation to other professionals on intimate partner violence cases involved in the child welfare system.
- Balance and integrate skills and proficiencies in day-to-day work.
- Be able to follow instructions and guidelines while maintaining flexibility and adaptability.
- Ask questions and seek support as needed for the purpose of best serving our clients and growing as a professional.
- Be able to receive positive and constructive feedback in a professional, improvement-focused manner.
- Have an empowering and non-judgmental attitude towards those who have been victimized, those who have offended, and the children involved.
- Be resourceful, professional, and have a positive attitude.
- Demonstrate initiative, follow-through, resourcefulness, consistency, and self-awareness.

SALARY & BENEFITS:

- This position is full time and non-exempt.
- Salary is low- to mid-\$30,000s annually.
- WC&S offers a comprehensive and competitive benefits package, including: generous paid time off; health, vision, and dental insurance; short-term and long-term disability coverage; group life insurance; retirement plan; Flexible Spending Account; Employee Assistance Program; and is a Public Service (Student) Loan Forgiveness eligible employer.

Women's Center & Shelter is an equal opportunity employer and is committed to ensuring that both applicants and employees are treated without discrimination on the basis of race, color, gender identity expression, national origin, age, religion, disability status, sexual orientation/identity, citizenship status, veteran status, marital status or any other protected characteristic.

TO APPLY:

Send a resume and cover letter to the Director of Administration at careers@wcpittsburgh.org.