PREVENT CHILD ABUSE - ILLINOIS
Prevention Specialist
Job Description

GENERAL RESPONSIBILITIES

Prevention Specialists are directly responsible under the supervision of the Director of Programs for providing services to the communities in their assigned region and for supporting all agency public awareness and education activities. Additional duties may be required to meet the overall mission and goals of Prevent Child Abuse Illinois.

SPECIFIC RESPONSIBILITIES

- Facilitate the development and maintenance of a network of community-based child abuse prevention coalitions and workgroups within the region to address the needs of local communities.
- Facilitate the development and maintenance of DCFS/SUPR Provider Workgroups and provide support to the DCFS/SUPR initiative.
- Participate and assist local community collaboration and planning efforts to strengthen services to children and families.
- Provide Happiest Baby on the Block training and technical assistance and maintain current certification as a Happiest Baby educator.
- Provide Stewards of Children training and technical assistance and maintain current certification as a Stewards of Children certified facilitator.
- Provide leadership and resources for Child Abuse Prevention month both statewide and within the region.
- Work with the Illinois Family Violence Coordinating Council, Illinois Coalition Against Domestic Violence, local domestic violence shelters and others to address the effects of family violence on children.
- Provide and/or coordinate training on the Effects of Domestic Violence on Children, Shaken Baby Syndrome Prevention, Child Sexual Abuse Prevention, Trauma 101 and other trauma related trainings as well as other trainings addressing child abuse and neglect.
- Provide leadership and staff support to various agency committees and workgroups to further the work of PCA Illinois.
- Participate actively with the Director in ongoing planning, program development, and improvements for agency programs.
- Provide appropriate reports on progress and services in the region.
- Support Prevent Child Abuse Illinois’ annual conference, prevention month kickoffs, fundraising efforts, and other programs as needed.

QUALIFICATIONS

- Education: Bachelor’s degree in social work, health, behavioral science or equivalent.
- Experience: At least three years experience in human or health services.
- Skills: System planning and coordination, training and facilitation, organization, creativity, writing, computer, and interpersonal skills.

SALARY RANGE

$33,000 - $36,000 plus benefits for qualified applicants.