JOB DESCRIPTION

Position Title	Department	Reports to
Prevention Specialist	Prevention	Director of Prevention and Community-Based Services
Employment Status	**FLSA Status**	**Effective Date**
☐ Temporary ☐ Full-Time ☐ Full-Time 32 hours ☐ Part-Time	☐ Non-Exempt ☐ Exempt	

POSITION SUMMARY

The Prevention Specialist (PS) will publicly represent Safe Passage (SP) with integrity and professionalism. The PS will develop and cultivate community relationships, may work directly with youth experiencing unhealthy relationships, teen dating violence and sexual violence, provide support to children of clients engaged in intervention services, and provide domestic and sexual assault and teen dating violence prevention programming through schools and community partnerships that support the mission and vision of SP within the SP service region. The PS will collaborate with schools and youth-serving organizations. The PS will support other internal team members and community partners in understanding and implementing primary prevention strategies.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The essential functions include, but are not limited to the following:

- Collaborate with assigned region's school administrators and teachers at elementary, middle, high school and college levels to provide teen dating violence, domestic and sexual violence prevention programs specific to the needs of the school, in accordance with best practice. These curriculums include but are not limited to *Bringing in the Bystander*, *Endless Possibilities*, and *Power Up Speak Out*.
- Work with partnering agencies to implement the Search Institute Action Strategies at the community level.
- Develop and implement community education and awareness events around sexual assault and teen dating violence.
- Provide strategies and support to youth and their guardians if teen dating violence, domestic or sexual violence is disclosed.
- Provide direct support for children of clients engaged in emergency shelter and/or mobile advocacy programming services.

MINIMUM QUALIFICATIONS (KNOWLEDGE, SKILLS, AND ABILITIES)

- Bachelor's degree in Human Services, public health, education or related field required.
- Three years of experience in social services or youth program leadership preferred.
- Excellent communication, organization and public presentation skills required, including skill sets for in-person and virtual platforms.
- Strong computer competency required.
- CPR Certification, valid driver's license, reliable personal vehicle, and auto insurance required with coverages levels as specified in the Employee Handbook.

PHYSICAL DEMANDS AND WORK ENVIRONMENT

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this position. Reasonable accommodation may be made to enable individuals with disabilities to perform the functions.

While performing the duties of this position, the employee is regularly required to talk or hear. The employee frequently is required to use hands or fingers, handle or feel objects, tools, or controls. The employee is occasionally required to stand, walk, sit, and reach with hands and arms. The employee must occasionally lift and/or move up to **10 pounds**. Specific vision abilities required by this position include close vision, distance vision, and the ability to adjust focus. The noise level in the work environment is usually low to moderate.

NOTE

This job description in no way states or implies that these are the only duties to be performed by the employee(s) incumbent in this position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties requested by any person authorized to give instructions or assignments. All duties and responsibilities are essential functions and requirements and are subject to possible modification to reasonably accommodate individuals with disabilities. To perform this job successfully, the incumbents will possess the skills, aptitudes, and abilities to perform each duty proficiently. Some requirements may exclude individuals who pose a direct threat or significant risk to the health or safety of themselves or others. The requirements listed in this document are the minimum levels of knowledge, skills, or abilities. This document does not create an employment contract, implied or otherwise, other than an "at will" relationship.

Interested applicants may send questions and resumes to hr@safepassageinc.org.

Safe Passage, Inc. is an Equal Opportunity Employer, drug free workplace, and complies with ADA regulations as applicable.