

Energetic and Passionate Individual Wanted!

YWCA Prevention and Empowerment Services is looking for a passionate individual for their Stepping Stones Sexual Assault Program.

03/07/2019

JOB TITLE: Stepping Stones Coordinator of Counseling Services

RESPONSIBILITIES

The Coordinator of Counseling Services for the Stepping Stones Sexual Assault Program will provide victim-centered and trauma-based counseling to victims of sexual assault; provide sexual assault crisis intervention; and develop, promote, and encourage community sensitivity to sexual assault issues. Services are provided in a manner sensitive and appropriate for diverse populations and are protected through “absolute privilege” confidentiality requirements except in cases of mandated reporting and duty to warn. This position may also provide Sexual Assault Therapy. In addition, this position will supervise program counselors.

- Support the Mission, Vision and Values of YWCA McLean County by embedding them into your program and participating in YWCA activities and initiatives.
- Interview, schedule, supervise, and evaluate all counseling staff
- Complete weekly supervisions with counseling staff
- Run appropriate Infonet reports for counseling staff
- Assist in strategic planning when necessary
- Consult with and provide educational material to potential clients or those seeking more information about sexual assault support services.
- Provide therapy and short-term sexual assault counseling for individual young adults, teens and children.
- Respond to sexual assault victim needs via phone or in person, communicate with program staff to determine appropriate, effective and victim centered response.
- Provide sexual assault crisis intervention.
- At times, assist with sexual assault counseling groups
- Conduct counseling sessions for significant others affected by sexual violence.
- Provide sexual assault therapy if caseload allows.
- Take on-call shift once a month for first six months of employment.
- Take back-up shifts when necessary
- Provide professional trainings to community partners.
- Assist with volunteer training.
- Conduct institutional advocacy with partner agencies.
- Provide information and referrals as needed.
- Maintain client case records and update InfoNet records.
- Complete necessary reports.
- Attend a minimum of 12 hours of training per year and attend appropriate ICASA meetings and trainings.
- Assist Director to ensure compliance with ICASA service standards and fiscal policies and procedures.
- Maintain confidentiality as required for rape crisis center personnel by the State of Illinois.
- Attend and participate in clinical supervision sessions provided by contracted clinical supervisor.
- Follow ICASA standards for client records, forms, data entry and direct services.
- Must be fiscally responsible with program materials and supplies.
- Perform other duties as may be assigned from time to time.

JOB REQUIREMENTS

- Master’s degree in related field required.
- At least 3 years of volunteer or professional experience working with children in a supervised setting

(includes internship or practicum). Preference will be given to licensed professionals.

- Proficiency in English required, bilingual in English and Spanish highly preferred.
- Excellent verbal and written communication skills required.
- Attend and complete 40-hour ICASA approved Sexual Assault Crisis Intervention training.
- Attend and complete 20-hour ICASA Adult Counselor Training within 6 months of hire.
- Attend and complete 60 hours of ICASA Child Counselor Training within 12 months of hire.
- Must be able to work with Outlook, Microsoft Word, Power Point and the internet.
- Safety training as required by work environment.
- Start Date: May 8, 2019

WORK HOURS

Full-time with benefits; Monday to Friday, 8 am – 5 pm; hours may vary as needed.

TO APPLY

Submit a Resume and YWCA employment application to Human Resources. The position will be open until filled. Applications are available at the YWCA administration front desk or can be downloaded from: www.ywcamclean.org/jobs

Human Resources
YWCA McLean County
1201 N Hershey Road Bloomington, IL
61704

YWCA McLean County is an equal employment opportunity employer.