Delaware County Victim Assistance Center
Job Description

**Educator**
FT - 35 hours per week
Salary: From $39,000.00 per year

**Position Parameters**
- Accountable to the Director of the Prevention Education Department
- Salaried, exempt position

**Required Skills and Abilities**
- Excellent teaching and presentation skills for effective educational delivery to audiences of varied ages
- Ability to adapt and deliver educational curriculum and programs to meet a diversity of purposes
- Capability of managing social media preferred
- Ability to assume independent responsibility and make decisions.
- Effective team member
- Skilled in crisis intervention and immediate supportive, problem-solving counseling
- Must have own transportation and be willing to drive throughout Delaware County and the surrounding region

**Minimum Experience, Training, and Clearances**
- Bachelor's degree in education, counseling, behavioral sciences or related field, or equivalent life experience
- Two years’ teaching or other public speaking experience
- Satisfactory background checks: child abuse, criminal history, FBI fingerprinting
- Forty hours of sexual assault counselor training, provided by Delaware County Victim Assistance Center subsequent to hire

**Job Responsibilities**
- Present education programs to schools and community groups
- Assist the Prevention Education Director to evaluate and revise programs and curriculum
- Assist the Prevention Education Director in preparation of relevant grant applications and reports
- Represent the agency at community outreach events
- Maintain records of all speaking engagements or other outreach activities
- Assist in the development of agency promotional materials, which may include management of agency presence through social media
- Assist in the training of new agency employees or volunteers as requested
- Participate in on-call hotline rotations, which may include after-hours evenings, nights, weekends, and/or holidays
- Participate in weekday “duty” hotline rotation during June, July, and August each year
- Participate in agency fundraising events
- Perform other VOCA-eligible duties as assigned by the Director of the Prevention Education Department