

Position Title: Group Facilitator & Case Manager

Hours: Full-Time; 75 hours/bi-weekly, non-exempt, primarily a daytime position with some evening hours. Telecommuting for all or part of position's weekly hours may be considered.

Supervisor: Director, DECIDE Program

Job Summary: Co-facilitate groups, provide assessments and case management for domestic violence offenders. Participate in documentation and evaluation of service provision.

Direct Service

- Co-facilitate groups based on DAIP Duluth Model to domestic violence offenders.
- Provide case management to participants.
- Complete documentation and evaluation of service provision.
- Linkages and service coordination with community providers.
- Conduct intake assessments with co-facilitator or peer recovery specialist.
- Transportation, housing, technological, job training assistance and other logistical assistance to clients.
- Conduct individual advocacy based on needs assessed during group.
- Conduct individual needs assessments.

Community Networking/Training

- Represent DASI on committees and task forces as needed.
- Assist Program Director in developing and presenting training on offender intervention to DASI staff and other organizations.
- Maintain contact with community resources.

Administrative

- Communicate information regarding participants to program Director.
- Compile and report monthly program statistics in a timely manner.
- Participate in service documentation and evaluation process.
- Complete group notes and individual case management notes.
- Enter and maintain information in the electronic database for DECIDE clients.

Supervision/Support

- Recognize need for and seek supervision; use and accept feedback and integrate input into practice. Participate in regular supervision/case conference with program Director and Executive Director

- Cover any supervisory needs for the peer recovery specialists when the Director is unavailable.

Professional Development

- Participate in ongoing professional development.
- Stay current on relevant research, trends in field.

Other

- Proficient in Word, Excel and willing to learn additional skills.
- Perform other essential duties as assigned.
- Participate in at least one agency committee.
- Must be able to work independently and take initiative.

Qualifications

- Bachelor's degree required, social work or related subject field preferred and/or 3 years of experience working as a domestic violence advocate.
- Experience in domestic violence and/or substance abuse/mental health services preferred.
- Commitment to completion of 80-hour training course within three months of employment.
- Ability to use or learn computer software.
- Applicants should have personal attributes suited to working in a team environment and providing services to persons with multiple challenges.
- Completion of DAIP Duluth Model training required.
- A sincere dedication to working within a framework of safety and empowerment for victims and accountability for offenders.
- Demonstrate an understanding of power and control dynamics and the economic, social, physical and emotional barriers encountered by victims and survivors of domestic and sexual violence.
- Knowledge of Zoom and other currently used electronic platforms.
- Knowledge of community resources and advocacy technique.
- Adept in teaching coping/life skills.
- Comfortable sharing own experiences in appropriate ways; demonstrated ability to monitor self- disclosure for consumers' best interest.
- Must maintain client confidentiality in accordance with DASI/DECIDE policy.
- Must have valid driver's license.
- CIC and criminal background check required.
- Must be committed to antiracism and inclusion within the work environment.

DASI is an Equal Opportunity Employer.