

The Safe House

Position: Domestic Violence Response Team /DVRT Coordinator

Hours: Full Time M-F 37.5 Hours per week

Job Description: At the Direction of The Safe House Coordinator and in collaboration with Essex County Police Departments, the DVRT Coordinator is responsible for overseeing all of the Essex County Municipal Domestic Violence Response teams. The Coordinator will work closely with all DVRT Leaders, law enforcement liaisons and volunteers to provide supervision, training, support and guidance. This includes but not limited to the following:

Responsibilities:

- Oversee the DVRT Program – ensures DVRT program is in compliance with the best practices established by the New Jersey Coalition to End Domestic Violence (NJCEDV)
- Serve as a liaison with the Domestic Violence Law Enforcement liaisons with any ongoing communications
- Assist with the 40 hour training
- Work with DVRT Leaders to develop awareness events
- Develop program improvements
- Assist Domestic Violence Liaison Officers (DVLO) within the municipalities in interviewing and selecting DVRT Volunteers & Leaders if requested.
- Conduct monthly meetings with each municipality to ensure compliance with data reporting
- Attend DVLO meetings sponsored by the Prosecutors office
- Attend monthly DVRT Volunteer meetings
- Provide DVRT Volunteer Training
- Attend DVRT Coordinator meetings at NJCEDV
- Alert Supervisor to any safety concerns
- Other duties as requested

Qualifications:

- BA in Social Work, Criminal Justice, Management or any related field
- Knowledge of the Dynamics of Domestic Violence
- Completion of 40 hour Domestic Violence training preferred/must be completed within 6 months of hire
- Ability to negotiate various social systems
- Bi-lingual (English-Spanish) preferred
- Ability to demonstrate good communication skills and ability to work cooperatively and independently
- Ability to travel the Essex County Area using your own transportation
- Flexible work Schedule/ Occasional evenings may be required for meetings

Email resume to Sue Scioscia, Program Manager or Delrina Johnson, Program Coordinator at sue.scioscia@rwjbh.org or Delrina.johnson@rwjbh.org