

MISSOURI SHORES DOMESTIC VIOLENCE CENTER

Youth Outreach Coordinator

It is the mission of Missouri Shores Domestic Violence Center to protect and serve victims of domestic violence and sexual assault, to provide shelter and to prevent such violence by enhancing education, treatment and awareness of domestic violence and sexual assault.

The Youth Outreach Coordinator will work to advance the Mission of Missouri Shores by promoting the safety and well-being of all clients of Missouri Shores. This will be done by advocating for victims and survivors when they are unable to advocate for themselves and by raising awareness in our community through education and presentations.

The Youth Outreach Coordinator, along with all other advocates and case managers, are supervised immediately by the Client Services Supervisor. From there, all agency programs and staff are overseen by the Executive Director, who is governed by our 13-member Board of Directors.

The Youth Outreach Coordinator will:

- Provide effective and trauma-informed case management to assigned clients and their children;
- Remain calm in crisis situations to effectively advocate for a victim and their family;
- Assist clients in filling out protection orders and accompanying them to scheduled court hearings;
- Advocate for victims during law enforcement interviews and while making a report to law enforcement;
- Advocate for victims during emergency medical appointments, such as after an assault or during a forensic medical exam;
- Assist families with registering their children for school, daycare, or other programs and ensure safe transportation is provided for the children;
- Provide assistance to clients in seeking and securing safe, stable housing and employment;
- Help clients learn life skills such as budgeting or meal planning;
- Facilitate a weekly Children's Support Group to help children learn about violence and how to stay safe;
- Present to schools and other organizations about Missouri Shores, domestic violence, sexual assault, and human trafficking;
- Facilitate meetings and activities for the Youth Advisory Task Force;
- Plan and implement outreach activities specifically for youth in our service area;
- Assist with sorting, organizing, and putting away donated materials;
- Other duties as assigned.

The Youth Outreach Coordinator is a full-time position with an expected 40-hour work week. Typically, the hours worked are Tuesday-Friday 7:30am-5:30pm. At times, the Youth Outreach Coordinator will be expected to work during the evening or weekend. The Youth Outreach Coordinator is also expected to be on-call with the crisis hotline one night per week.

Health and dental insurance offered. Paid time off including annual, sick, and holiday leave. Retirement contributions available after two years of employment. Flexible scheduling.

Knowledge related to domestic violence, sexual assault, human trafficking, and stalking preferred. Driver's license and reliable transportation is required. Criminal background check is required. High school diploma or equivalent. Willing to train the right candidate.