New Choices Men’s Facilitator
(part-time male)

Job Description

**Opportunity:** Looking for a motivated and team-oriented male to assist with the New Choices Men’s Program at the Community Violence Intervention Center (CVIC). At CVIC we are on a mission to virtually end local violence and to create a community where everyone can thrive. This position will provide an opportunity to attend the local domestic violence court, collaborate with other professionals in the community, and experience working with men who have used violence in their intimate relationships. Using an evidence-based curriculum to address power and control, and the possibility of change through learning how to build healthy intimate relationships, this position will provide the opportunity to work with male offenders to challenge behaviors and provide alternatives for a violence free future.

**Supervised by:** Director of Domestic Violence Intervention

**Minimum Qualifications:** Bachelor’s degree in a related field with equivalent experience or licensed professional in the human services field (i.e. social work).

Position is for a male facilitator to co-facilitate virtual groups during the morning and/or evening hours. Groups will transition to in-person when the agency re-opens to the public.

**Classification:** Exempt

**Salary and Benefits:** $18.00 per hour. This position works approximately five hours per week.

**Responsibilities**
The New Choices Men’s Facilitator works with the Director of Domestic Violence Intervention, the New Choices Men’s and Women’s Specialists and group facilitators to deliver programming and ensure victim safety and offender accountability.

1. **New Choices Program**
   - Assist in tracking individuals ordered to group through the court system.
   - Conduct intake sessions.
   - Complete collateral contacts as needed.
   - Facilitate weekly male offender group sessions.
   - Conduct orientation, halfway interviews, and exit interviews for group participants.

2. **Record Keeping**
   - Maintain accurate, complete, and timely record of all contacts, according to established procedures.
   - Maintain files for group participants, including filing of weekly notes, calls logs, and other relevant correspondence.
3. Training and education
   • Conduct research to update program materials as needed.
   • Provide public education regarding the New Choices Program.

4. Meetings and committees
   • Attend and participate in monthly team meetings.
   • Attend court hearings as needed.
   • Attend agency staff meetings.
   • Assist with agency fundraisers to contribute to CVIC’s culture of philanthropy.

5. All other duties as assigned

Required Application Materials include CVIC employment application, cover letter and resume. Submission of Affirmative Action report is voluntary.

To complete an employment application, please visit http://cviconline.org/about-us/careers-internships-volunteering/ and click the employment application link. Email completed application, cover letter, resume, and the voluntary affirmative action report to Kristina S. at kristinas@cviconline.org. Please contact Kristina S. at 701.746.0405 with any questions.

Applications will be accepted until the position is filled.