



## **Campus Prevention Educator**

Vera House, Inc. is a human service agency that provides unconditional care for individuals and families-through comprehensive domestic and sexual violence prevention and intervention services. We believe in collectively serving members of the community and creating an environment of accountability for our services. We strive to provide our employees with flexible schedules, when possible, a level of autonomy to complete their work, and a culture of belonging. We strive to interrupt the norms that cause harm and perpetuate oppression.

This position will handle day-to-day activities of the Campus Prevention Educator position for the Campus Program at Vera House, which includes providing training to campus administrators, staff, students, and victim service providers in the community and assisting the project coordinator in other program related duties, as assigned.

### **Job Reporting Relationships:**

Supervisor: Campus Team Coordinator

Supervises: None

### **Basic Qualifications:**

**Education/Training:** Bachelor's degree in human services or related field preferred

### **Competencies:**

- Knowledge of community service delivery systems, in particular thorough knowledge of state and federal law and policy, criminal and civil justice systems and services, which apply to college campuses.
- Thorough knowledge of domestic violence, sexual assault, and stalking including knowledge of specific trends and patterns of these crimes occurring on campuses.
- Ability to work independently
- Strong training and facilitation skills
- Ability to work with as well as maintain a positive working relationship with, community members
- Prompt response to crisis as well as thorough and consistent follow up with victims/clients and delivery systems
- Ability to provide trauma informed services and knowledge of crisis intervention techniques

- Ability to develop a positive, compassionate rapport with victims of domestic violence, sexual assault, elder abuse, or other violent trauma
- Ability to adapt to demanding situations and work well under pressure
- Proficient with Microsoft Office Suite
- Ability to work effectively in a crisis-oriented setting with diverse individuals
- Good interpersonal, oral communication and written skills
- Appreciation and respect for other cultures and people of diverse backgrounds

**Experience:** Experience in a related field preferred.

**Essential Duties:**

- Schedule and provide training to campus administrators, staff, students, and victim service providers
- Schedule and provide Vera House presentations on campus sexual assault, domestic violence, and stalking
- Support and assist the Campus Project Coordinator as needed
  - Serve as a liaison and build positive working relationships with community members and partnering agencies
  - Collect, analyze, and report program outputs and outcome data to funding sources
  - Maintain database consistent with Vera House practices
- Develop, update, and revise the program curricula and materials including program assessment tools, as necessary
  - Adhere to all Vera House policies, procedures, and safety protocols
- Participate in the necessary collaborative meetings with campus partners
- Manage difficult and/or emotional client situations and respond promptly to client needs
- Ensure that all services are maintained in accordance with the Agency's mission and goals
- Understands and values racial equity as an organizational operating principle and is committed to continued learning on issues related to race, equity, diversity, and inclusion

**Ancillary Duties**

As an integral member of the organization, this position is responsible to provide related assistance wherever necessary to help the Agency achieve its goals and embrace and promote the Vera House mission.

**Equipment/Machines**

Telephone, computers, copier, fax machine, calculator, automobile, television, DVD player, projectors, speakers

### **Physical Demands**

Mobility to work in various locations including a typical office setting and use standard office equipment, vision to read printed materials and a computer screen, distance vision suitable of independent driving/travel, and hearing and speech to communicate in person or over the telephone. Individual must be able to lift 30 pounds. Accommodations may be made for some of these physical demands for qualified individuals who require and request such accommodations.

### **Work Environment and Environmental Conditions**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions. The noise level and work environment are usually moderate. The air quality is usually moderate. There is limited exposure to physical risk.

### **SALARY RANGE: HOURLY**

\$20-\$24/hour

*Vera House is an equal opportunity employer. All applicants will be considered for employment without attention to race, color, religion, sex, sexual orientation, gender identity, national origin, veteran, or disability status.*

**Interested candidates should submit a resume and cover letter to:**

**[jobs@verahouse.org](mailto:jobs@verahouse.org)**