



The **Children's Advocacy Center of Lincoln County** is looking for an experienced and compassionate **Prevention Specialist** to join our team in Lincoln County!

Key Details:

- **Salary Range:** \$20-\$24/hour DOE
- **Location:** Newport, OR (hybrid)
- **Schedule:** Full-time or Part-time
- **Benefits:**
 - 100% employer-paid healthcare (medical, vision, dental) for employee
 - Annual 3% IRA match
 - 12 paid holidays annually
 - Paid vacation
 - Flex time/flexible scheduling to manage work and life
 - Paid sick time (accrual of ~1 day/month)
 - Adjusted service date used for vacation accrual
 - Monthly wellness benefit

Who We Are: The Children's Advocacy Center of Lincoln County was founded in 1997 to offer child abuse intervention and assessment services in a safe, neutral and supportive environment, for children who are suspected of being abused or neglected. The Children's Advocacy Center works regularly with Law Enforcement, Child Welfare and other agencies through an interagency team approach to suspected child abuse cases. Our goal is to help reduce trauma for the child, support the family, and improve outcomes.

To learn more, check out our website: <https://www.caclincoln-or.org/>

Children's Advocacy Center is an equal opportunity employer. We celebrate diversity and are dedicated to creating an inclusive atmosphere for all employees.

Who You Are: We believe in valuing you as a person and encourage ongoing self-care. Extensive knowledge of victim advocacy, the criminal justice system, age-appropriate behaviors and child development is required. This includes strong boundaries as well as recognition of triggers and potential triggers in others as well as yourself. Other qualifications include:

- Completion of or ability to complete the *Darkness to Light* facilitator training program within the first six (6) months of employment
- Ability to successfully work independently and collaborate with others





- Proven experience in group facilitation and/or working with members of the community
- Ability to recruit and coordinate with volunteers
- Ability to communicate with children at appropriate developmental levels
- Superior and clear verbal communication skills
- Ability to comfortably present and facilitate trainings in front of an audience
- Proven experience or ability to establish and maintain effective working relationships with a diverse group of staff and volunteers
- Proven experience with maintaining organization and effectively managing projects
- Ability to deal with psychological trauma, and work under stressful conditions in a timely, sensitive, non-judgmental, professional manner
- Ability to be positive, friendly, calm, patient, cooperative and flexible while dealing with child victims, their guardians and siblings
- Skills in operating personal computer software in word processing, spreadsheet, and database application is necessary

Preferred:

- Experience in prevention, education, or outreach in some capacity
- Bilingual skills in Spanish, or another language

A criminal background check, DHS Child Welfare Registry check, sex offender registry check and drug screening along with proof of full COVID vaccination status are all required for employment at the Children's Advocacy Center of Lincoln County.

Position Overview: The Prevention Specialist works at the community level to support the coordination, implementation, and facilitation of child abuse prevention programs in Lincoln County. This position will promote and conduct Darkness to Light's Stewards of Children child sexual abuse prevention training to Lincoln County community members. The goal is to train at least 7% of the county's adult population in the Stewards of Children training. On a typical day, you'll be making a difference by performing the following duties:

Prevention Specialist

- Performing community relations, outreach, coordination and facilitation related to Children's Advocacy Center prevention programs, specifically the *Darkness to Light: Stewards of Children* trainings in Lincoln County, the Pinwheel Campaign to Prevent Child Abuse, and supporting the Center's general prevention efforts as needed
- Recruiting, coordinating and supporting local volunteers to serve as trainers for *Darkness to*





Light: Stewards of Children training

- Increasing the capacity of local communities to educate parents and other adults on ways to recognize and prevent child abuse by building community education and local trainer assets
- Facilitating and instructing Children's Advocacy Center prevention trainings
- Providing regular communication and active support with prevention training facilitators and volunteers, when necessary
- Supporting planning and implementation of CAC's annual Pinwheel Campaign
- Performing data entry for Prevention and Education trainings
- Representing the Children's Advocacy Center of Lincoln County at community outreach events
- Other Prevention and Education Program project coordination and support as needed

Member of Children's Advocacy Center Team

- Participating in evaluation of individual and team functioning, actively works towards team goals and Children's Advocacy Center objectives through improving internal workflows and quality of workflow outcomes
- Conforming to Children's Advocacy Center policies, procedures and protocols
- Upholding Children's Advocacy Center mission, vision and values
- Interacting with all clients, staff and board with high ethics, professionalism and accountability
- Consistently following HIPAA standards (or more stringent standards set forth by state law or as developed by Children's Advocacy Center) for client privacy and confidentiality
- Flexible with work schedule when needed (including weekend and evening trainings, outreach. events, and occasional travel to trainings/meetings outside of Lincoln County, etc.)

