

HARK Facilitator - Part Time

EDUCATIONAL REQUIREMENTS/WORK EXPERIENCE:

Position prefers MSW, or LMHC will accept Masters level student in psychology, social work, or education and experience working with children and youth in a group counseling setting. B.A. or B.S. in related fields with experience is considered. Experience in prevention intervention for children and youth. Strong organizational skills.

JOB SUMMARY

Responsible for facilitating HARK groups, a family violence prevention support group. Responsible for crisis intervention, case management and follow-up services to families enrolled in the HARK program. Position requires less than 10 hours per week; mostly evenings.

PRINCIPAL JOB DUTIES:

1. Provide effective children's groups following approved Hubbard House curriculum.
2. Facilitate children's groups and provide group support for children and youth in HARK program.
3. Provide weekly intake and orientation for families.
4. Assist with the formation of safety plans with children, youth and families at risk.
5. Complete progress notes as assigned for each child in HARK group.
6. Complete assigned documentation at end of each group session. This documentation will include any observations, issues, and relevant information received from the group participants and/or their caretakers.
7. Provide caretakers assistance in problem solving, parenting skills, and referrals to others services as necessary.
8. Serve as a liaison between client, case managers, Outreach Family Services Coordinator and Hubbard House.
9. Work closely with other facilitators and conduct group using a team approach.
10. Identify and coordinate referral sources within the community for children/youth and families.
11. Document services and provide monthly reports as assigned.
12. Attend meetings with case managers and Outreach Family Services Coordinator.
13. Participate in scheduled facilitators' meetings.
14. Assume other responsibilities as directed by Outreach Family Services Coordinator.

PROBLEM SOLVING SKILLS:

1. Ability to assess the needs of children and youth from violent families and provide appropriate interventions and/or referrals.
2. Ability to establish a positive relationship with children and youth from highly dysfunctional families.
3. Ability to provide parents/caretakers of these children and youth with appropriate parenting skills and necessary referrals for on going support groups
4. Position requires an assertive, tactful and diplomatic person who is self-motivated

and independent.

KNOWLEDGE AND SKILLS:

1. Strong communication skills, both verbal and written.
2. Independent, assertive and self-motivated worker with the ability to relate to children and youth from highly dysfunctional families.
3. Possess good problem solving skills.
4. Ability to make quality decisions in a crisis-oriented environment.
5. Sensitivity to the issues and dynamics of domestic violence in our society.
6. Ability to work with highly resistant culturally diverse population.
7. Highly organized individual with good time management skills.
8. Knowledge of crisis intervention techniques.
9. Ability to work with at-risk youth population.
10. Possess group facilitation skills.
11. Ability to assess and recognize children at risk of sexual and physical abuse.

DECISION MAKING SKILLS:

Able to make independent and collective decisions as required by position. Refer significant and exceptional judgment calls to supervisor.