



Job Title: **Children's Advocacy Center Coordinator**

Location: Greensboro, North Carolina

Company: Family Service of the Piedmont, Inc.

About Us: Family Service of the Piedmont is a not for profit agency whose mission is to promote healthy lives and relationships for children, families and individuals, through early intervention, treatment and support in times of crisis or transition.

Job Description: The agency is seeking a **Children's Advocacy Center Coordinator** to coordinate the comprehensive services to child victims of violent and/or intrusive crimes using a child advocacy center model.

Responsibilities

- Work with local law enforcement, the District Attorney's office, the Department of Social Services and other service providers to maintain the partnerships critical to the success of the CAC.
- Implement, manage and provide oversight for the protocols and program design to ensure that the CAC meets national standards.
- Provide supervision to ensure success of the program by overseeing the coordination of case reviews, the case tracking system, and making monthly reports to the Child Advocacy Network group/multidisciplinary teams serving as the advisory committee of the CAC.
- Reduces stress and trauma to victims and their families by supervising advocacy services and by coordinating referrals with law enforcement, the criminal justice system, hospitals and other service providers.
- Educate the community about child advocacy centers, child abuse, family violence, sexual assault and other crimes by training and providing community education programs as needed.
- Provide supervision to CAC Staff.
- Document services by writing progress reports and completing other documentation as required by the agency, accreditation and ethical standards.

Qualifications

- Ability to respond appropriately to the cultural differences present among the organization's service population and staff is required.
- Ability to work in partnership with other team members.
- Valid driver's license, clean driving record and the ability to operate a motor vehicle.

- Ability to sit, stand, walk, lift light objects as needed, move about the office or otherwise perform the physical tasks required to perform the duties listed above.
- Excellent communication and interpersonal skills, with the ability to establish rapport and build trusting relationships.
- Ability to work independently and as part of a collaborative team in a dynamic, fast-paced environment.
- Experience and knowledge of child abuse investigation and prosecution procedures, child development, and the dynamics of child and family abuse is required.
- Bachelor's degree in Human Services or related field required. Master's degree preferred.

Benefits

- Competitive salary commensurate with experience.
- Comprehensive benefits package, including 100% paid medical/dental/life and long-term disability insurance, health savings account or flexible spending account, 401k plan, generous paid annual leave and holiday time.
- Opportunities for professional development, training, and supervision.
- Meaningful and rewarding work with opportunities to make a positive impact in the lives of children and families.

How to Apply

Interested candidates should submit a resume and cover letter outlining their qualifications, relevant experience, and passion for serving young children and families to Becky Hunt, becky.hunt@fspcares.org. No phone calls please.

Join our team at Family Service of the Piedmont and help us empower children and families to thrive! Together, we can make a difference in the lives of the youngest members of our community.