

The **P E A C E** Initiative

Putting an End to Abuse through Community Efforts

Project ADVANCE* Casemanager

***Addressing Violence and Abuse through Networking, Client Education and Empowerment
Job Description**

General Summary:

This program works in conjunction the University Health System's MERIT (Magistrate's Expedited Release into Treatment) Program situated at the Central Magistrate Facility (CMAG) and the Bexar County Community Resources Division. The P.E.A.C.E. Initiative and Project ADVANCE will work together to establish an early intervention/immediate approach to cases of family violence for purposes of interrupting and intervening in the repetitive nature of family violence cases. The purpose of the program is to decrease recidivism rates of domestic violence perpetrators in Bexar County and reduce the number of low risk domestic violence offenders detained at the central magistrate facility by offering alternative measures of intervention. We will teach targeted offenders more effective methods for reducing domestic abuse. This effort will challenge the belief structure of perpetrators of family violence to promote a behavioral change that leads to a healthier familial lifestyle and a safer community in general.

The Executive Director of the P.E.A.C.E. Initiative will supervise this position.

Principal Duties and Responsibilities:

1. The Casemanager will have knowledge and skills and three years experience in working with individuals and families victimized by intimate partner violence.
2. The Casemanager will be familiar with and incorporate an empowerment-based philosophy into their work.
3. The casemanager will treat program participants with dignity and respect. The P.E.A.C.E. Initiative does not discriminate against anyone because of their race, national origin, political belief, disability, color, religion, age or sex.
4. Excellent public speaking and written communication skills (in English and Spanish are preferred. Responsibilities include inner-city outreach, education, and public speaking to allied agencies, individuals and groups to set up working agreements and support with individual agencies that are interested in serving the needs of the program participants. Maintains a working relationship with community-based organizations committed to creating and mandating an end to family violence in San Antonio and Bexar County.
5. Engages in advocacy and community organizing efforts that reflect the goals of the P.E.A.C.E. Initiative and Project ADVANCE.
6. Provide services to the Arrested Persons that meet the established eligibility criteria and facilitate the proposed intervention by prioritizing offender accountability, survivor and community safety.

7. Casemanager will do needs assessments of the program participants for proposed services and track their progress.
8. Compile and maintain statistical and other related data on any assault or related case and other information (outcome data) for the program participant.
9. Compilation and maintenance of accurate Monthly Statistical reports for the Municipal Magistrate Judges to review and maintain for their records to be submitted in a timely manner and within the required time frames.
10. Establish an early intervention/immediate approach to cases of family violence for the purpose of interrupting and intervening in the repetitive nature of family violence cases.
11. Maintain confidentiality.
12. Dress appropriately and act in a professional manner.
13. Represents the P.E.A.C.E. Initiative in meetings and other forums with governmental, intergovernmental, public and private organizations.
14. Attends monthly P.E.A.C.E. Meetings held the first Tuesday of each month and report on impact and progress of the project.

Knowledge, skills and abilities required:

1. Prefer a degree in social work, human behavior and/or science, or similar area of study.
2. Ability to coordinate and schedule group activities and facilitate meetings and other gatherings, preferably work experience in the community with diverse populations.
3. Public speaking, communication skills and experience in delivering speeches, trainings and workshops to diverse populations in both English and Spanish is preferred.
4. Three years experience in working with individuals and families victimized by intimate partner violence.
5. Must have an understanding of empowerment-based philosophy.
6. This position is a part/time position that pays \$ 20.00 per hour and has no benefits.
7. You will work a 20 hour work week that may include days, evenings and weekends.
8. Proficient in Microsoft Office.
9. Ability to accomplish work projects with diverse populations.
10. Fluent in English and Spanish is preferrable.
11. Flexible, able to handle multiple tasks under pressure.

Working Conditions:

1. Flexible working environment
2. Interruptions can vary from none to many.
3. Travel may be required
4. Variances from regular office hours may be necessary to fulfill the responsibilities of the position but the goal is to serve the referred persons between the hours of 1-5pm Monday through Friday.
5. Regularly encounters varied and multifaceted people/organizational issues that routinely require a high level of sensitive problem solving.
6. Challenges are generated by the dynamic nature of the P.E.A.C.E. Initiative and the diversity in the demographic mix of members and the community.
7. Occasionally deals with quickly changing priorities and severe time pressures.

Accountability

- 1. The Domestic Violence Educator is directly accountable to the Executive Director of the P.E.A.C.E. Initiative.

Signatures

The above statements are intended to describe the general nature and level of work required of this position. This is not meant to be an exhaustive list of all responsibilities, duties and skills required.

Employee

Date _____

Supervisor

Date _____