



Job Posting for: Family Healing Program Group Facilitator

Reports to: Family Healing Program Manger

Status: Position is currently funded through February 2019. Currently seeking additional funding.

Broad Scope and Function of Job:

This position is responsible for providing group facilitation to our men's and women's program. Our groups provide psycho-education and group therapy to clients who have used abusive behavior in their intimate partnered relationships. This position will provide coordination of care through regular collateral and client contact. Provide regular progress reports to Probation Officers and Child Protection; as well as, completion and termination reports; and maintain accurate and up-to-date client files, case notes, and group notes.

The Family Healing Program recognizes that Domestic Violence does not discriminate amongst who is impacted, therefore implementing trauma-informed care, and advocating for diverse services that promote equality, regardless of gender and sexual orientations, is a crucial aspect when responding to clients who have perpetrated and/or are victims of Domestic Violence.

They will engage with professionalism, mutual respect, and compassion, with other systems' representatives, including the Family Healing team and interns, other agency staff, and clients.

Major Duties and Responsibilities: Is responsible for, but not limited to, the following:

Group Facilitation

- Provide psycho-education and process with group members on week's topic, and facilitate discussions surrounding the topic and clients experiences'.
- Meet with clients outside of group, as needed.
- Ability to respond to the different stages of change, that our clients are in; as we have clients at all different stages in the group.
- Works with the Program Manager to continue the development of the Family Healing Program, based on client needs and barriers that the facilitator is seeing in-group sessions.
- Present on Domestic Violence and our program in the community, as a way to raise awareness.

Administrative and Case Management

- Coordination of care through regular collateral and client contact, by providing approved progress reports to PO's and CPS, including completion and termination reports.
- Connects group participants with referrals to needed community supports and resources, to support their successful completion of the program and on-going stability and well-being. Resources could include basic needs, health and wellness, employment, legal, or housing supports.
- Keeps accurate statistical data and case records for groups and handles data entry of all group data, including case notes and communications with the Criminal Justice System and CPS.
- Prepares and maintains accurate records to ensure the privacy and confidentiality of program participants and their families.
- Assists with data collection and program evaluation.
- Assists in the development and delivery of new programs and program services.

Staff & Intern Supervision

- Meets regularly with Family Healing Team; meets individually bi-weekly with program manager for supervision.
- Assists in the training and supervision of interns to ensure that each work in accordance with established professional conduct and program procedures.
- Regularly communicates with Program Manager regarding intern progress or concerns.

Job Requirements and Qualifications:

Education

- Bachelor's degree in the social work; **preferred** Master's degree in social work or related field.

Experience

- Experience and understanding of working with domestic violence and victimization and associated professional standards and practices.
- Must be comfortable working with clients who have perpetrated Domestic Violence
- Experience facilitating groups
- Experience with program development
- A demonstrated progression in educational and professional experiences and commitment to on-going professional development and practice.

Skills, Knowledge and/or Abilities

- Ability to contribute to an inclusive professional environment for staff, clients, and volunteers.
- Clear and assertive communication skills, in both oral and written forms.
- Ability to work in a collaborative and coordinated effort.
- Ability to self-start, effectively problem-solve, follow through to completion in a timely manner.
- Ability to set limits on personal and professional boundaries.
- Ability to handle confidential information appropriately and legally.
- Familiarity with computer technology and willingness to learn computer skills.
- Required Criminal and Driving Record background check, if hired.

Required Hours: Must be available for group session's (which will be determined once hired; currently our group sessions are Monday 6-8:00pm; Wednesday 11am-1:00pm; and Friday 9-11:00am). This position will be responsible for only 2-3 groups; and the remainder of the hours are somewhat flexible and can be determined by new staff and Program Coordinator

Compensation: Minimum of \$25.00 per hours based on experience and qualifications. This position is part time. Benefits include paid time off.

Application Deadline: Open until filled

Send Resume to: East Side Neighborhood Services, 1700 2nd Street NE, Minneapolis, MN 55413;
humanresources@esns.org ; www.esns.org

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