



Working Against Violence for Everyone

P.O. Box 415

Petersburg, AK 99833

Office Telephone: 907-772-9283

Job Title: Family Support Specialist
Reports To: Executive Director
Status: Full Time, Non-Exempt
Salary: 27.00/hr
Shift: Monday-Friday, occasional evenings and weekends
Position Closes: Open until filled
To Apply: Submit a resume and cover letter to careers@petersburgwave.org

PURPOSE OF THE POSITION:

The Family Support Specialist works to provide crisis intervention and case management services to children and families exposed to violence and sexual assault. This role supports the implementation of programs and activities that assist families in achieving increased safety and connection to resources that promote healing and well-being.

ESSENTIAL FUNCTIONS:

- Provide support, advocacy, and referrals to families involved in WAVE programming, to promote safety, assist in accessing resources and completing referrals to services.
- Develop case specific advocacy and support plans that include crisis management, safety planning, systems navigation, and client centered solution focused case management practices.
- Implement caregiving/parenting initiatives that increase understanding of safe parenting practices, knowledge of child development, and support caregiver competencies.
- Collaborate with community partners to implement community-based individual and family support programs and activities.

SPECIFIC JOB DUTIES:

- Facilitate ongoing adult and child case-management sessions with participants to identify and achieve goals that support individual and family functioning, increased safety, economic stability, and additional goals as identified by participants.
- Collaborate with service providers to achieve goals.
- Facilitate weekly evening parenting programs and quarterly weekend family and community engagement events.
- Maintain accurate records in all systems as identified by supervisor as required for grant programs.
- Mandated reporting of abuse.
- On-call one week each month.
- Other duties as assigned by supervisor.

KNOWLEDGE, ABILITIES AND SKILLS:

- Knowledge and experience with victims of domestic violence and sexual assault.
- Knowledge of child development and non-violent parenting practices.
- Must be comfortable with speaking in groups, and with one-on-one communication.

- Knowledge of adverse childhood experiences and trauma-informed care.
- Knowledge of cultural humility practices.
- Strong ability to work independently.
- Strong written communication, verbal communication, and organizational skills.
- Proficiency in computer use, word processing, files management and electronic communications.
- Knowledge/experience with general office and business procedures.
- Demonstrate ability to model non-violent behavior.
- Ability to work a flexible schedule and travel as needed, including by airplane out of state.
- Must have an Alaska driver's license or valid state ID.

PREFERRED EXPERIENCE:

- Experience providing client centered solution focused case management services.
- Academic training and practical experience in parent-child interaction, child development and the dynamics of child sexual abuse and neglect
- Knowledge of the criminal justice, child welfare system and child advocacy center model.
- Possess strong communication skills verbally and in writing and comfort in speaking to groups.
- WAVE highly encourages those with lived experiences in domestic violence, sexual assault, OCS or related to apply

PREFERRED EDUCATION:

- Minimum high school diploma or equivalent.
- Prefer bachelor's degree in social work, education, psychology, or a related field.

REQUIRED FOR EMPLOYMENT:

- Successfully complete a fingerprint, background, and criminal history check
- Complete a 40 hour online Domestic Violence training provided by WAVE.
- Adhere to all WAVE policies, procedures and protocols including confidentiality and code of ethics.
- Current First Aid/CPR certification or obtain within 30 days of employment.

RELATIONSHIPS WITH OTHER PEOPLE:

- Cooperate and interact with WAVE staff, volunteers and community agencies with dignity and respect.
- Will not engage in intimate relationships with a person seeking or receiving services from WAVE.
- Model nonviolent behavior.

CONFIDENTIALITY:

- Must adhere to all confidentiality requirements including, but not limited to WAVE's internal policies, requirements of local, state, and federal law necessary to protect the safety, dignity and privacy of persons seeking or receiving services.

WORKING CONDITIONS:

- Office environment with moderate to loud noise and frequent, unscheduled interruptions.
- Periodic exposure to situations where individuals may be a danger to themselves or others.

BENEFITS:

We recognize this work comes with exposure to trauma and are focused on the well-being and longevity of our staff. WAVE strives to foster a culture of self-care and growth and provide on-going training education.

- Flexible paid time off.
- 13 paid holidays.
- Paid self-care time.
- Retirement (up to 4% match after one year of employment).
- Training and professional development opportunities.
- Vision, dental and life insurance.

To Apply:

Please submit a resume and cover letter to careers@petersburgwave.org

WAVE is an Equal Opportunity Employer:

WAVE is an equal opportunity employer. All applicants will be considered for employment without attention to race/ethnicity, language, sex, gender, age, sexual orientation, gender identity, (dis)ability, social class, economic status, education, marital status, religious affiliation, residency, or HIV status.