

SAMARITAN HOUSE

Job Description

Position: Outreach Education Specialist	Approved on: December 18, 2018
Reports to: Director of Grants & Education	Revision Date: 8/19, 2/20, 9/22, 9/23, 8/24, 4/25
<input type="checkbox"/> Exempt <input checked="" type="checkbox"/> Non-exempt	<input checked="" type="checkbox"/> Administrative <input checked="" type="checkbox"/> Direct Client Services

Position Summary: The Outreach Education Specialist is part of Samaritan House's Education Department and performs various functions related to educating and training the community. Curricula and presentations will be evidence-informed/based, culturally sensitive, and survivor-informed. The Specialist strives to bring about social change and improve access to services.

Job Responsibilities

1. Coordinate and implement a comprehensive outreach education program to include (1) general awareness building in the community on domestic violence, sexual assault, and trafficking and (2) assessing and strategically building the agency's capacity to provide outreach education to victims-survivors of violence who are members of the identified underserved populations.
2. Coordinate and/or conduct violence education programs for adults and community groups (including faith-based organizations) on domestic and sexual violence—focused in Virginia Beach—and trafficking—concentrated regionally in the identified service area—and related issues as needed.
3. Engage the local community with a focus on raising awareness in the general community and with faith-based organizations and with underserved populations with a focus on.
4. Showcase Samaritan House services by being a resource for responding to media requests such as interviews with news stations, radio, and other public relations requests.
5. Proactively identify and create new partnership opportunities with individuals/networks/groups who engage in violence prevention and response initiatives.
6. Serve as a Samaritan House liaison in collaboration with Development at speaking engagements (including Samaritan House 101 presentations) and community tabling events.
7. Represent agency at various events and/or outreach activities to broaden community awareness and support. Offer education about violence, interventions, and local resources available to assist survivors.
8. Examine and adjust training and presentation formats according to cultural contexts. Conduct pre- and post-surveys for each group and collect, analyze, and maintain evaluation feedback.
9. Cultivate and maintain relationships with community-based organizations including population-specific community organizations.
10. Facilitate and/or assist with Underserved Population committee meetings (in conjunction with possible committee chairs) including but not limited to agendas, committee meeting minutes, reminders, and reports.
11. Collaborate with the Outreach & Education Department to:
 - a. Establish, maintain, and coordinate systems for the dissemination of info to the community,
 - b. In accordance with Virginia Sexual & Domestic Violence Program Professional Standards, coordinate Samaritan House Core Trainings quarterly and assist with facilitating survivor-centered volunteer, staff, and board training activities, and

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- c. Research and manage comprehensive, updated educational materials regarding domestic violence, sexual violence, trafficking, and family homelessness in general and specifically in relation to underserved communities.
12. Operate professionally in the community on a flexible time schedule as appropriate.
13. Complete all required data entry, documentation, and reporting accurately and on time.
14. Coordinate and supervise internship program and interns.
15. Other duties as assigned.

Required Background

- Bachelor's Degree in Education, Women's Studies, Social Work, or social service field. Master's Degree in education or a social service field strongly preferred.
- Must possess a comprehensive understanding of domestic violence, sexual assault, and trafficking; obstacles faced by traditionally underserved populations; and community organizing.
- Minimum of 2 years of education/outreach program development and training facilitation.
- Prior experience in collaborating with diverse groups and populations; demonstrates extensive cultural competency and respect for the lived experiences of underserved populations.
- Knowledge of resources for survivors of violence and the ability to refer appropriately.
- Valid Virginia Driver's License. CPR certified with adults and children within 6 months of hire.

Required Skills

- Excellent public speaking ability.
- Strong ability to develop and implement outreach and training programs.
- Strong ability to connect and build relationships.
- Strong ability to represent agency in the community and in community coalitions.
- Excellent communication skills with staff, interagency professionals, and community members.
- Ability to be self-directed to plan, organize, and manage own work activities. Ability to work independently and as part of a team.
- Ability to work projects through to completion.
- Skills in gathering, interpreting, and compiling feedback from the community.
- Skills in teaching unaccompanied youth (18-24) and adults and supervising volunteers/interns.
- Ability to use training opportunities and supervision effectively to increase skills and knowledge.
- Experience in and ability to comfortably work well with people from diverse cultural, economic, and educational backgrounds.
- Ability to maintain current records and complete data entry and reports in a timely manner.

General Requirements

- Ability to operate a motor vehicle. Must be able to conduct and attend meetings at various locations at various days and times, including evenings and weekends.

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- Ability to use a computer and telephone. Computer competency requirements include Microsoft Office, Outlook, online researching techniques, and search engine utilization.
- Ability to walk, climb, and reach. Ability to lift 25 pounds.
- Ability to work flexible hours including weekends, particularly around community events and educational sessions.

Salary: Based on experience and qualifications. This is a full-time position with benefits. Please submit resume and job application to

Theresa Lindsey, Director of Operations/HR
2620 Southern Blvd
Virginia Beach, VA 23452
Direct number: 757 605-2821
757 631-0710 ext. 253
757 631-0747 (fax)
theresal@samaritanhouseva.org

Please download and complete Job Application Form at: www.samaritanhouseva.org

Samaritan House Inc. is committed to a drug free workplace and has a non-discrimination policy of equal opportunity for all persons and does not discriminate based on race, ethnicity, color, national origin, age, marital status, sex, sexual orientation, gender identity, gender expression, disability, religion, limited English proficiency, immigration status or veteran status in employment, services and or volunteer opportunity.