

A SAFE PLACE

LAKE COUNTY CRISIS CENTER Team Up Program Coordinator

The Team Up Program Coordinator is responsible for daily program operations, Coordinates with the local Violence Prevention Coordinating Council and other street outreach programs. Advocate leverages strong relationships with community residents, stakeholders, and law enforcement entities in Waukegan and North Chicago. Team Up assist children and families identified as high risks for emotional, physical, educational and social behavioral problems as a result of witnessing or experiencing Gun Violence. This position reports to the Director of Youth Services and works closely with all A Safe Place programs to ensure that Waukegan-North Chicago Corridor residents have access to the program's services.

A Safe Place is a recognized 501(c)3 listed under Lake County Crisis Center for the Prevention & Treatment of Domestic Violence Inc.

Position is located in North Chicago, IL.

RESPONSIBILITIES:

- Responsible for daily program operations and carrying out the program with fidelity.
- Leads minimum monthly case staffing meetings
- Provides direct services including Trauma-informed Screening and Assessment; Psychoeducation and Psychological First Aid; Service Linkage and Resource Navigation; and Trauma-Specific Therapeutic Services.
- Conducts intake and eligibility evaluations to determine client needs.
- Conducts outreach on behalf of the program; provides community level trainings on signs and impact of trauma to foster community awareness and to promote engagement in recognizing symptoms of traumatic stress.
- Trains, maintains and develops the program staff.
- Provides staff with adequate training opportunities to prepare them to provide program elements effectively and safely.
- Provides staff with adequate individual or group supervision to assess and improve job performance, attend to secondary trauma and guide service interventions.
- Provides and encourage staff with additional staff development opportunities which will build staff's employment skills, allowing for career advancement.
- Implements safety protocols to ensure staff safety, including staff safety protocols and helping staff to develop self-care plans.
- Participates in IDHS-approved training, technical assistance, and support.

- Coordinates with the local Violence Prevention Coordinating Council (ASP's CEO is a member), other street outreach programs, and other Reimagine Violence grantees
- Develops, maintains, and leverages strong relationships with community residents, stakeholders, and other entities in Waukegan and North Chicago, etc. to identify conflicts that are responsible for violence and to support local violence reduction strategies
- Participates in monthly and emergency meetings with other grantees/providers
- Responsible for data gathering and quarterly PPR submission as well as any required performance reporting.

QUALIFICATIONS:

- Master's degree in social work, counseling or closely related field.
- Licensed (LPC/LSW) with fully Licensure preferred. Program Coordinator should be willing to obtain full licensure within a reasonable time fram.
- Bilingual Spanish preferred.
- Supervisory experience needed.
- Ability to relate to vulnerable populations in community served.
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- Excellent written and oral communication and interpersonal skills that demonstrate genuine concern and respect toward clients and other staff.
- Ability to provide active listening, encouragement, motivation and counseling to clients through the use of a self-help, empowerment model of service provision.
- Ability to engage clients in services.
- Ability to manage time effectively and to organize and prioritize daily assignments and scheduling of client appointments.
- Flexibility in scheduling to meet client and agency needs.

Ability to accept, to understand, and to relate sensitively to people of varied socio-economic, racial, cultural, and experiential backgrounds.

A commitment to the philosophy and program of A SAFE PLACE, which includes a commitment to women's issues, sharing a belief in helping to create a society free from violence, and in working in a cooperative environment.

CLASSIFICATION:

Exempt, full-time, salaried employee.

Please be aware that an agreement to hire should not be considered a contract of employment for any definite period of time or the guarantee of any particular rules, policies and conditions of employment. In addition, under Illinois law the employment relationship is terminable at will by either party.