



**HOPE'S  
DOOR**  
Embracing Life Free  
From Domestic Abuse

## Job Posting - Domestic Violence Agency

**Date of Posting – October 12, 2018**

**Position Available Immediately**

**Based in Hawthorne and Lewisboro, NY**

### Program Coordinator – Northern Westchester Risk Reduction Team

**Overview of Agency:** Hope's Door seeks to end domestic violence and to empower survivors to achieve safety, independence, and healing from the trauma of abuse. We have served victims of domestic violence since 1980. Our victim services, community education, and prevention programs provided potentially life-saving services to more than 11,000 persons last year. Our services include shelter, hotline, danger assessment, safety planning, counseling, support groups, advocacy, information and referral, and an extensive school and community based education and awareness program.

**Overview of Position:** The Coordinator of the Northern Westchester Risk Reduction Team will work with community partners dedicated to enhanced safety for domestic violence victims assessed at high risk for homicide. The Coordinator's primary role is to facilitate this process through assessment of danger, safety planning, and the skillful coordination of services with local police departments, the DA's office, and legal services providers, among other partners.

#### Primary Job Activities

- Build relationships and facilitate enhanced case coordination among partners.
- Conduct intake and assessment of victims referred to program to identify those at high risk for homicide.
- Maximize safety for high-risk victims through skillful and comprehensive safety planning and coordination.
- Offer trauma-informed services and support to survivors.
- Provide information and referrals to community resources.
- Provide on-call crisis response.
- Collect, maintain, and report all pertinent data and outcomes to community partners and funding sources.

#### Skills and Experience

BA/BS Required - MA/MSW/JD a plus.

2+ years of relevant experience.

Computer Skills: Word, Excel.

Personal Vehicle Required.

A passion for justice.

**Come join our dedicated team and make a difference in the lives of those wounded by abuse.**

#### Salary and Benefits

**Salary Range: \$44,300 to \$52,000**

Flexible Benefits with Health Plan Options – Value of \$800 per month after 3 months of service – Opt Out Provision  
Life Insurance, Short and Long-term Disability - 401K Participation after Year 1

**Vacation:** 20 days **Sick Time:** 12 days **Holidays:** 12 days

#### APPLICANTS PLEASE SEND RESUME AND COVER LETTER TO

DIANNE DEFILIPPIS, DIRECTOR OF ADMINISTRATION  
HOPE'S DOOR, PO BOX 262, HAWTHORNE, NY 10532

#### E-MAIL ADDRESS

[DDeFilippis@HopesDoorNY.org](mailto:DDeFilippis@HopesDoorNY.org)

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