



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

Job Posting - Domestic Violence Agency

Date of Posting – April 5, 2021
Position Available Immediately

Based in Hawthorne

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: \$45,630 to \$47,450

(Based on academic degree(s), relevant experience, language capacity)

Flexible Benefits with Health Plan Options – Value of \$855 per month after 3 months of service – Opt Out Cash Benefit
Life Insurance, Short and Long-term Disability - 401K Participation after Year 1

Vacation: 20 days **Sick Time:** 12 days **Holidays:** 13 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

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