

## **Director of Prevention & Intervention Education Roles and Responsibilities**

### **Description:**

Reporting to the Executive Director (ED), the Director of Prevention & Intervention Education (DPIE) will be responsible for the implementation of Araminta's school-based prevention and intervention program in partnership with the Maryland State Department of Education. The DPIE will work collaboratively with Baltimore County Public Schools, Baltimore City Public Schools, and Prince George's County Schools to execute a district training program and collaboratively respond to suspected cases of child trafficking.

### **Responsibilities**

1. Development of reporting protocols and procedures
  - In collaboration with the ED, coordinate with each district's student services, school law enforcement and county Child Protective Services to develop a reporting protocol for suspected child trafficking cases
  - Evaluate reporting procedures throughout the 2016-2017 school year
2. Development and implementation of school trainings
  - Develop advanced trainings for administration, student services, and school law enforcement
  - Develop secondary training for all school staff
  - Collaborate with Araminta Director of Communications to develop training materials
  - Present all trainings within all three districts
3. Administer on-going training evaluations and program outcomes
  - Collaborate with research specialist to develop evaluations and program measures
  - Assure administration of pre and post-test evaluations of all trainings
  - Work with each district to collect data on suspected child trafficking reports services
  - Collaborate with MSDE staff to produce a final report and recommendations of the project
4. On-going consultation and service referral for pilot schools
  - Provide consultation for suspected cases to district student services or school based officers
  - Direct services coordination for suspected and confirmed cases
  - Referral services for identified victims
  - Follow-up meetings with necessary school staff
5. Collaboration with and reporting to the Executive Director
  - Meet with the Executive Director bi-weekly, weekly phone calls to report the activities of program
  - Attend weekly staff meetings

## Qualifications

- Minimum of a BA, MA preferred (Social Work, School Counseling, or Advanced Educational Degree)
- 5 -10 years experience
- Professional experience is preferred in one of the following areas: Experience working in child protective services or juvenile services; school counseling, social work or specialized student services; case-management for human trafficking, juvenile services, or domestic violence
- Excellent training and presentation skills
- Ability to work collaboratively with multi-disciplinary teams
- Superior administration and program development skills
- Experience having worked with a high-performance, collaborative, constructive peer group

This position requires:

- Weekly travel throughout Baltimore County, Baltimore City, and Prince George's County
- Employment is year-round, including summer
- Submission to a background check in all three school systems
- Start date of early July

*\*This position is funded by grants secured through July 2017. Continuation of the position at that time will be dependent on additional funding being secured and cannot be guaranteed.*

To apply for this position, please complete [Araminta's employment application](#) and submit it, along with a copy of your resume, to [contact@aramintafreedom.org](mailto:contact@aramintafreedom.org). [This job description, along with link to employment application, may also be accessed online at [aramintafreedom.org/edposting](http://aramintafreedom.org/edposting)]