Off-Campus Employment

Job posted on 2014-04-17 by 00026579; posting expires on 2014-05-30

Employer: Family Protection Services Board

Position: Staff to the Family

Job Description:

The Family Protection Services Board was established by the Legislature in 1989 and exists primarily to develop a system of standards and licensure for domestic violence programs, batterer intervention and prevention programs and monitored parenting and exchange programs in West Virginia. The seven-member board is recruiting a part-time professional to coordinate and facilitate its work.

Position: Staff to the Family Protection Services Board

The primary responsibilities are to:

1. Coordinate and participate in the FPSB meetings (usually in Charleston)
2. Facilitate the process for licensure reviews of domestic violence programs, batterer intervention and prevention programs and monitored parenting and exchange programs.
3. Provide information and support to entities interested in applying for licensure
4. Aid in the revision of current standards
5. Establish and facilitate task teams and committees
6. Maintain effective internal and external communication, information sharing and inter-organizational relationships

Qualifications: Desired qualifications:

1. Advanced degree in social work or related field
2. Experience working with state and community organizations
3. Excellent writing skills
4. High level of organization
5. Advanced communications skills
6. Experience facilitating meetings/group process
7. Ability to work from home

Perferred Major(s): Undecided or None;

Application Instructions: Interested persons should submit a resume and cover letter by May 2, 2014 to Judy King, Chair of the FPSB, c/o Rape and Domestic Violence Information Center, P.O. Box 4228, Morgantown WV, 26505.