



- Domestic Violence and Sexual Assault Services
- Strategies to End Gender-Based Violence
- Crime Victims Services

**Posting Date:** March 1, 2018  
**Position Title:** Relief Staff  
**Classification:** Per-Diem Hourly  
**Reports to:** Director of Residential Services  
**Anticipated Start:** Immediately

Center for Safety & Change is currently seeking per-diem hourly Relief Staff to work with victims/survivors of domestic violence, sexual assault and human trafficking. This is a direct service position that requires understanding of victim advocacy. Center for Safety & Change is a not for profit, equal opportunity employer committed to a diverse, multi-cultural work environment. All are encouraged to apply.

**Some responsibilities include but are not limited to:**

- Respond to hotline calls.
- Provide crisis intervention, individual counseling, assessment of client needs, information and referrals, group counseling, and promote community awareness of services.
- Assist victims in creating and implementing safety plans.
- Assist victims/survivors in accessing and completing Office of Victims of Services (OVS) applications.
- Administer Danger Assessment tool to victims.
- Ability to collect and maintain case outcomes, record keeping.
- Attend trainings on domestic violence, sexual assault, human trafficking and other crimes.

**Position Requirements:**

- Must have strong organizational and communication skills (both oral and written).
- Two years of work experience in a related field preferred.
- Bachelor's degree preferred. High school diploma (or equivalency diploma) required.
- Ability to work in a fast paced, crisis oriented environment: assess priorities, take initiative, handle multiple assignments and meet deadlines.
- Ability to lift up to 50 pounds, navigate stairs, and periods of sitting, standing and walking required.
- Valid driver's license and own transportation a must.

**Salary: \$15 per hour**

Center for Safety & Change is a not for profit, equal opportunity employer committed to a diverse, culturally sensitive work environment and prohibits discrimination due to race, color, age, religion, sex, sexual orientation, gender and identity and disability. All are encouraged to apply.

**NO PHONE CALLS PLEASE.** Applicants may **email**, **mail**, or **fax** resume with cover letter stating why you are interested in this position with salary requirements to:

**Subject line must read:** Relief Staff

**Email:** [humanresources@centersc.org](mailto:humanresources@centersc.org)

**Mail:** Center for Safety & Change, 9 Johnsons Lane New City, NY 10956

**Fax:** (845) 634-3396

For Information on the Center for Safety & Change please go to: [www.centerforsafetyandchange.org](http://www.centerforsafetyandchange.org)