



Position Advertisement: Prevention Specialist

Who We Are

Founded in 1994, KIDS Center works together with law enforcement, medical providers, and social service agencies to create a supportive response to child abuse through a multi-disciplinary team approach.

Summary/Objective

This position is full-time with an excellent benefits package. This position is based out of the KIDS Center office in Bend and includes traveling to Jefferson County, and Crook County based on community and agency need with a priority on holding office hours in Jefferson County. This position will include promoting and conducting all of KIDS Center's prevention programs and training, data collection, and entry, and outreach to rural communities to educate about KIDS Center and child abuse prevention.

Essential Duties and Responsibilities

- Build and sustain collaborative community relationships to establish on-going prevention education programs.
- Strengthen communities by educating parents and other adults on ways to recognize and prevent child abuse.
- Coordinate KIDS Center community and private group training in Jefferson and Crook Counties in English and Spanish.
- Recruit, coordinate, and support local volunteers to serve as facilitators for specific prevention training from Crook and Jefferson Counties.
- Support the planning and implementation of the annual Blue-Ribbon Campaign in April in Crook and Jefferson Counties.
- Help support the Prevention Education Manager with Erin's Law (Senate Bill 856) training for Crook and Jefferson County School Districts.
- Enter data for Prevention Education Department.
- Provide other Prevention Education Program project coordination and support as needed.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the position.

Required Education and Experience

- Excellent communication skills, written and verbal, required.
- Experience in community outreach and/or public speaking preferred.
- Experience in group facilitation preferred.
- Excellent organizational and project management skills.
- Ability to recruit, coordinate, and support volunteers.
- Strong ability to work independently and cooperatively as a team.
- Ability to work with a diverse group of staff and volunteers.
- Ability to be very flexible with work and travel schedule.
- Knowledge of or willing to be trained in computer skills and basic technology.
- Strong commitment to prevent and raise awareness of child abuse in Central Oregon.

Preferred Education and Experience

- Bilingual in Spanish.

KIDS Center is an equal opportunity employer.

Please submit a resume and cover letter to info@kidscenter.org