

CHILDREN'S ADVOCACY CENTER OF LINCOLN COUNTY

FORENSIC INTERVIEWER POSITION

Reports To: Executive Director

ESSENTIAL FUNCTIONS/MAJOR RESPONSIBILITIES:

The duties and responsibilities of this position are dynamic and varied, but may be broken down as follows:

Forensic Interviewer

- Collaborates with law enforcement and child protective service agencies in conducting forensic interviews
- Conducts developmentally sensitive and forensically sound interviews for concerns of abuse and/or neglect.
- Conduct post-interview debrief meetings with parents and caregivers
- Completes all required documentation in a timely manner and according to legal and professional standards for our community partners, including, but not limited to report and review of interviews.
- Testify at Grand Jury and Court proceedings when necessary
- Participates regularly in on going regional and internal peer review.

Member of Forensic Intervention Team

- Attend FIT meetings and collaborate on processes.
- Partners with the CAC Medical Director for paired forensic exams
- Participates in internal case consultations
- Assists in coordinating an interpreter for forensic intervention processes
- Receives continuing education related to child abuse issues and interviewing techniques including specific training as requested.
- Assists in revising policies and procedures as needed.

Member of Multi-Disciplinary Team

- Serve as a Lincoln County MDT member in reviewing child abuse cases.
- Collaborate with the District Attorney's office, Law Enforcement, DHS, Indian Child Welfare and other agencies on best practice.

Member of Children's Advocacy Center Team

- Attend staff meetings.
- Communicate professionally, respectfully, and supportively with internal team members, external partners, and board members.
- Promote a positive working environment.
- Promote positive and collaborative working relationships with members of MDT.

JOBSCOPE:

Position works independently but also as part of a Forensic Intervention Team (FIT). Work is of considerable complexity and must exercise individual discretion, confidentiality, tact and compassion in a trauma informed manner when dealing with child victims and their families. Extensive knowledge of victim advocacy, the

criminal justice system, age-appropriate behaviors and child development is required. This includes strong boundaries as well as recognition of triggers and potential triggers in others as well as oneself. Contributes in the development of concepts, policies, protocols, and Center procedures. Ability to assist or support public presentations and a variety of community outreach events on occasion. Reports directly to the Executive Director.

SPECIFIC JOB SKILLS:

Must have the ability to work independently and make decisions regarding sensitive situations that will be in the best interest of the child victim as well as collaborate with FIT when necessary. Must have the ability to deal with psychological trauma, and work under stressful conditions in a timely, sensitive, non-judgmental, professional manner and the ability to be positive, friendly, calm, patient, cooperative and flexible while dealing with child victims, their guardians and siblings. Must have superior verbal communication skills and have the ability to communicate clearly and patiently with clients, who for a variety of reasons may have difficulty understanding. Must be able to respond effectively in crisis situations with a judgment-free attitude, communicate with children at appropriate developmental levels, establish and maintain effective working relationships with the public, co-workers, volunteers, courts, and other agencies. Skill in operating personal computer software in word processing, spreadsheet, and database application is necessary.

EDUCATION/EXPERIENCE/LICENSES /CERTIFICATES REQUIRED:

A Forensic Interviewer must be or have been a law enforcement officer or a DHS Child Welfare worker, or have a master's degree in a related field and two years of experience working with children, or a bachelor's degree and four years of experience working with children; and have completed the Oregon Child Forensic Interview Training.

The ideal candidate has experience as a forensic interviewer in some capacity. There is an Oregon Child Forensic Interview Training in February for those without experience or in need of a refresher.

COMPENSATION:

Full-time position, 40 hours per week Monday – Friday.
Compensation: \$48,000 - \$52,000 per year.
Paid insurance package (health, disability, and life insurance).
Paid vacation, sick leave and holidays.

TO APPLY:

Applications will be accepted until the position is filled. January 29th, 2021 is the cutoff date to be considered in the first round of reviewing applicants.

Interested applicants may download the job application form from the Children's Advocacy Center of Lincoln County website at www.childrensadvocacycenter.net/job-openings/

Interested applicants should submit the completed application, a resume, and cover letter to Paul Schrader at:
director@lccac.com

Or
PO box 707

Newport, OR 97365

Email submissions are preferred.

A criminal background check, DHS Child Welfare Registry check, sex offender registry check and drug screening are all required for employment at the Children's Advocacy Center of Lincoln County.