



Multi-Disciplinary Team (MDT) Coordinator

Featured as a 100 Best Nonprofits to Work for in Oregon, **Amani Center** is a non-profit 501(c)3 organization serving Columbia County and dedicated to the intervention and evaluation of child abuse. The Center was established in October 2000 for the purposes of developing and operating a community-based center where child victims of abuse, neglect, and/or witnessing violent crime, could receive a child forensic interview, medical evaluation, and support services in a child-friendly setting.

Amani Center has an immediate opportunity for an experience professional to join our team in the role of **Multi-Disciplinary Team (MDT) Coordinator**. We work collaboratively with law enforcement, medical and mental health providers, and social service agencies through a multi-disciplinary team approach. We are looking for a self-motivated, organized and committed individual to develop and oversee a local team that will review child fatalities and implement prevention initiatives and activities. In addition to important administrative functions, the MDT Coordinator has responsibility for transforming a group of individuals from separate entities and organizations into a cohesive team and then maintaining that cohesion over time. Strong leadership qualities, relational abilities and communications skills are essential.

You are right for this position if:

- **Relationship champion.** You understand the importance of creating a positive and supportive environment not only for the clients we serve, but for anyone you interact with inside and outside the organization. You work hard to foster relationships based on acceptance, fairness and mutual respect.
- **Details matter to you.** The work we do is in support of our most vulnerable community members and everything we do is used to help protect them. You are committed to producing quality work, examining every detail and ensuring thorough documentation and follow through. Your strong organizational skills are what makes you stand out among your peers.
- **Transformational leadership.** You have an eagerness to identify problems and find solutions. You know when something needs to be done and you take the initiative to collaborate with others to get it done. You understand that results are best achieved when working together as a team.
- **You are community-minded.** The work we do and the impact it has on the community is important and significant. You are committed to helping make sure the people in our community and those served by the Center feel supported during times of great difficulty.

Position Overview:

As the Child Abuse Multi-Disciplinary Team (MDT) Coordinator, you will also coordinate the Child Fatality Review Team (CFRT) and represent the Multi-Disciplinary Team on multiple community coordinating groups. In this vital role you will also revise and develop protocols based on statutes and laws in collaboration with team members, collect case information and data related to child abuse and child fatalities that occur in Columbia County, chair team meetings, prepare written summaries, and

promote team success by following through with recommendations for prevention initiatives and activities. The goal of the CFRT is to determine which child deaths were preventable and what, as a community, can be done to prevent future fatalities of the same nature from occurring.

You must be able to work at the community level, be comfortable making presentations on a variety of topics to audiences that include adults and/or children, and must be willing to travel throughout the county for meetings, trainings or presentations. The MDT Coordinator is also responsible for grant application, data gathering and related reporting.

This position requires a Bachelor degree in a related field (public health, social work, sociology, psychology, criminal justice) or equivalent combination of education and experience. Experience includes knowledge of nonprofit administration including grant management, nonprofit governance and volunteer coordination and experience working with or coordinating efforts of large advisory committees, preferably with a state-based legislatively mandated committee.

Other qualifications:

- Experience in program planning, development, implementation, and evaluation and experience conducting trainings, technical assistance, and educational activities to a variety of professional stakeholders and the general public. The ability to identify, plan, develop and evaluate long-range goals, objectives and projects is required.
- The ability to plan and implementing multiple time-sensitive projects and meeting frequent deadlines is essential. Strong organizational skills and knowledge of Word, Excel, PowerPoint, and Outlook are required.
- Must have the ability to guide and work effectively with individuals, groups, communities, and agencies. Ability to respond effectively in crisis and/or high stress situations is also important.

Here's what you can expect from the Amani team:

- **Support.** The Amani Center is a welcoming, supportive, and inclusive work environment full of staff that are strong advocates for children, are motivated to make positive change and creative in their efforts when it seems like the decks are stacked against us.
- **Impact:** Our work can help save lives and improve the community in which we live. Our entire staff sees this impact every day and works tirelessly to support our mission.
- **Self-Care:** We are committed to ensuring a supportive environment and work with a deep understanding of vicarious trauma prevention. We have an office culture of promoting work-life balance, generous leave time and encourage individual self-care practices.

To Apply:

Please send your resume, a cover letter outlining your experiences that meet this position description, and at least three professional references to: cmiller@amanicenter.org Incomplete applications will not be considered.

Amani Center is an equal opportunity employer committed to respectful, quality care to children and their non-offending family members from diverse racial, ethnic, religious, and non-traditional family forms. The Center is a member of Oregon Child Abuse Solutions (<https://oregoncas.org/>) and an Associate Member of the National Children's Alliance (<http://www.nationalchildrensalliance.org>)