**TCDD Demonstration Project Coordinator and Educator**

**who WE are**

* We’re The SAFE Alliance, an alliance of Austin Children’s Shelter and SafePlace.
* We’re a registered, 501(c)3 nonprofit organization, spanning two beautiful campuses on several acres in beautiful Austin, Texas.
* We’re a diverse, passionate group of more than 335 staff with a vision of a just and safe community, free from violence and abuse, and a mission to lead in ending sexual assault and exploitation, child abuse and domestic violence through prevention, intervention, and advocacy for change.
* Our staff were named “Every Day Superheroes” by the Austin Chronicle and we’re a two-time Austin-American Statesman’s “Top Workplace” winner for years 2015 and 2016.

**who YOU are**

* You’re a strong believer that all people should have lives that are free from violence and abuse.
* You’re someone who cares about positive client and customer relations. You build strong relationships, and you deliver effective client and customer-centric solutions.
* You’ve are impeccable decision maker. Your decisions are timely, and they’ll help the organization move forward.
* You value differences, recognizing that different perspectives and cultural diversity make the world a better place to be.
* Your interpersonal skills are on point. You easily relate openly and comfortably with very diverse groups of people.
* You’re resilient, rebounding from setbacks and adversity with both poise and ease.
* You’re resourceful. You know how to secure and deploy resources both effectively and efficiently.
* You’re trustworthy. You gain confidence and the trust of others through integrity and forthright honesty.

**what WE need YOU to do for us**

* Work with other project staff to plan & implement a leadership development demonstration project for transition-aged students with disabilities in 3 public school districts.
* Coordinate all project activities, and take lead in developing training content and working with other project staff to recruit and provide ongoing education and support to the students in acquiring leadership skills, increasing their knowledge, access, and experiences of safe, supportive and healthy relationship with people in their lives.
* Strengthen relationships with school staff and project partners; work collaboratively with a project advisory committee, project consultants, and community members with disabilities who will be providing ongoing input on project activities.
* Take lead in developing training content on developing leadership skills, healthy relationships, and creative activities; present or co-present education activities relevant to project goals and activities.
* Work in tandem with project educator and with students to identify ways to develop or mobilize leadership abilities through creative projects, while providing safe and supportive learning environments.
* Provide assistance in identifying public school policy, resources, needs or systems barriers to implementation of this leadership program and provides direction in resolving barriers.
* Provide education/training to school staff, parents, and others in the lives of youth with disabilities to remove any barriers to project participation & to improve skills for promoting/supporting safe/healthy relationships.
* Take lead in working with and scheduling activities with community members and stakeholders with disabilities who will provide training and peer mentoring (e.g., disability rights, history of disability rights movement, and opportunity for advocacy).
* Maintain a culturally sensitive and respectful approach by valuing the differences of transition-aged youth with developmental disabilities.
* Display a high level of resiliency by adapting to necessary changes or unforeseen circumstances in project planning and implementation to ensure TCDD project goals are met.
* Respect confidentiality, work independently to follow through with assigned tasks in a timely manner, and thoroughly complete all required documentation with honesty, integrity, and authenticity.
* Maintain accountability through weekly supervision and help ensure project team is keeping up with required project goals, objectives, activities and documentation for Disability Services, SAFE and the project’s funding agency.

**to be successful in this role, WE’LL need YOU to**

* Requires a 4-year degree in education, social work, rehabilitation counseling, psychology or a related field or experience and skills commensurate with degree. Master’s degree highly preferred.
* Have a strong belief in self-determination, empowerment, choice, inclusion, opportunity, and options for people with a range of disabilities.
* Have public speaking experience and possess professional training skills and experience training a variety of people and groups.
* Have at least 2 years of experience working with community-integrated services and direct service with people with intellectual/developmental disabilities and have skills or experience integrating people with disabilities into community-based programs.
* Have some experience in management and/or coordination of grant-funded projects. (Preferred)
* Communicate respectfully and effectively and work skillfully as part of a team and independently.
* Have excellent organizational, problem-solving, and written/verbal communication skills.
* Have great time management skills & ability to complete multiple grant-related tasks and deliverables in a timely manner.
* Have reliable transportation for local daily travel.
* Pass all required criminal history background checks (including an FBI fingerprint check).
* Becomes familiar with and adhere to our Guiding Principles, Mission, Core Competencies, Confidentiality Policy and SAFE’s Standards of Conduct.

**how WE’LL make it worth YOUR while**

* We will pay you an annualized salary of $40,000 – $42,500
* We’ll pay for your medical, life, and short-term disability insurance.
* We will give you 15 accrued paid time off days in the first year, and 22 days in the second year, capping out at 30 days after year seven.
* We’ll pay you for our six agency holidays and four additional personal holidays to be used at your discretion.
* We’ll contribute 2% to your 403(b) retirement, and we’ll kick in an additional 1% if you agree to match it.
* We understand that you have commitments outside of the workplace, and we’ll do our very best to offer you some flexibility in your work schedule.
* We’ll offer you discounted day care for your kiddos at one of our two onsite day care centers, as enrollment allows.
* We’ll provide you with an amazing work environment where you’ll get to make a difference every day.

**to apply**

* You don’t need to call us, just follow the link below.
* We promise we’ll get in touch with you by phone or email.
* Here’s the link to apply: <http://jobs.safeaustin.org/apply/27BkDDhzN4/TCDD-Demonstration-Project-Coordinator-And-Educator?source=TNOYS>