

Job Title: Family Resiliency Center Coordinator

Organization: PermiaCare

Location: Odessa, TX

Closing Date: Open until filled

Job Description:

POSITION SUMMARY:

The Family Resiliency Center Coordinator is responsible for the oversight and management of the RISE Permian Basin Family Resiliency Center (FRC) and ensures the provision of education and services for those impacted by the mass shooting and subsequent triggering events. The FRC is a place of healing and support dedicated to serving as a resource and referral center for residents, visitors and responders affected by the mass shooting and other subsequent traumatizing events. Services available at the FRC include; Victim advocacy and support, case management, and spiritual / pastoral care; professional counseling and therapy to include individual and group therapies; non-traditional wellness (e.g. therapy animal services, trauma informed yoga, and music therapy) referrals; technical assistance with application by victim's for services like Crime Victims Compensation (CVC) and FBI victim assistance services; educational awareness classes that inform the community about what can be expected in the months following a mass criminal event; and civil legal services including legal consultations and possible legal representation for issues involving insurance matters medical billing problems, debt collection, housing and eviction, and family law matters.

EDUCATION REQUIRED:

Bachelor's degree from an accredited college or university in a social science, business, public administration, or related field.

EDUCATION PREFERRED:

Master's degree from an accredited college or university in a social science, business, public administration, or related field.

EXPERIENCE REQUIRED:

One year of the required experience including supervision of professionals; OR an equivalent combination of experience.

EXPERIENCE PREFERRED:

Special consideration will be given to persons with knowledge of evidence based and evidence informed screening, assessment tools to assist in evaluating current state of critical incident related distress or symptoms of depression, posttraumatic stress.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED:

- Ability to maintain productive working relationships with a wide variety of stakeholders, to include community members, advocates, lobbyists, and law enforcement professionals. Establish and maintain effective working relationships with co-workers, employees, city staff, related police agencies and organizations and the general public.
- Proficient in Microsoft Excel, Word, and Power Point.
- Knowledge of budget development and preparation.
- Knowledge of the City of Odessa and Midland community resources and functions.
- Excellent written and verbal communication skills; ability to establish rapport. Ability to communicate clearly and concisely, both orally and in writing.
- Ability to document information and maintain accurate records.
- Knowledge of record keeping and reporting procedures.
- Ability to work independently and with a strong sense of focus.
- A strong sense of and respect for confidentiality involving both clients and coworkers.
- Ability to work in various settings with culturally diverse families and communities in a culturally sensitive and appropriate manner.
- Ability to establish and maintain effective working relationships with all internal and external agency customers and personnel.
- Ability to manage and organize multiple priorities.

How To Apply

All interested candidates please visit [job posting](#) listed on PermiaCare website