

Diego Munoz

From: Delaosa, Cary [cary.delaosa@nc.gov]
Sent: Thursday, November 05, 2009 1:37 PM
Subject: [advocacygroup] JOB OPPORTUNITIES
Attachments: ATT00065.txt

Work while you have the light. You are responsible for the talent that has been entrusted to you.

Henri Frederic Amiel

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Fuel Compliance Agent	GS-0512-05/11	\$30,722-\$86,525	Department of the Treasury/Internal Revenue Service	Throughout the Nation	11/17/2009
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Title	Pay Plan/Series/Grade	Salary Range	Agency	Location	Closing Date
TAX COMPLIANCE	GS-0526-05/09	\$30,722-	Department of the Treasury/Internal	Throughout the	11/15/2009

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SOUTH PIEDMONT COMMUNITY COLLEGE
Coordinator, English for Speakers of Other Languages (ESOL)

SPCC is seeking applications for an ESOL Coordinator. This is a full-time position with a negotiable starting date. (Click here for complete job description.) Requirements: Bachelor's degree; Must be fluent in Spanish; Effective written and oral communication skills; Experience with Microsoft Word, Excel and other computer technology required. Position is open until filled. Applications received prior to November 18, 2009 will be given first consideration. A South Piedmont Community College application, job description and other requirements may be found at, www.spcc.edu, or contact;

South Piedmont Community College
Human Resources Office
PO Box 126
Polkton, NC 28135
704-272-5330

NORTH CAROLINA JUSTICE CENTER OPENING

Director, Education and Law Project at the North Carolina Justice Center

The North Carolina Justice Center engages in advocacy across a broad range of issues that impact the lives of poor and working families. Our fifty-person staff includes litigators, lobbyists, researchers, community educators, and communication specialists.

The Education and Law Project is a special project of the Justice Center whose mission is to ensure equal educational opportunity for low-income and minority students. The Director of the Education and Law Project directs and oversees the work of the Project and its staff including:

- the development of a legislative agenda and legislative advocacy,
- technical assistance, training and advocacy support for community groups and individuals engaged around education reform;
- litigation to protect and expand the rights of students, and
- research and publications designed to support the Project's policy advocacy and community education efforts.

The Project Director works closely with key Justice Center staff from other policy areas, including health care, housing, jobs and workforce development, consumer protection, transportation, public services and benefits, and immigrant rights.

Applicants must have extensive experience in education policy and advocacy, excellent written and oral communication skills, the capacity to work as a part of a team and with diverse communities, and demonstrated commitment to social and economic justice. BA required, advanced degree in education or a related field preferred. Minimum of five years relevant professional experience required, experience in legislative advocacy and/or policy research desired.

The North Carolina Justice Center is an Equal Opportunity Employer.

Applicants should submit a cover letter, resume and references to Helena@ncjustice.org.

More about the NC Justice Center: <http://www.ncjustice.org/>

Therapeutic Counselor (FTE)

The Therapeutic Counselor plans and manages the delivery of all clinical services provided by the agency. Clinical Services include crisis counseling, short-term therapeutic counseling, case management, and support groups for survivors of domestic or sexual violence. Key responsibilities include providing direct treatment services to primary and secondary victims of sexual assault and domestic violence, providing clinical supervision to case managers and interns with client care responsibilities, compiling program statistics, managing billing system to all third party payers, developing and evaluating the clinical services program, and consulting with the community about treatment issues related to domestic violence and sexual assault.

Minimum Qualifications:

Education:

Master's Degree in Social Work or counseling and licensure with the appropriate board.

Experience:

5 years direct service experience in treatment of trauma associated with domestic violence and/or sexual assault required
Experience in non-profit work and community collaboration

Skills/Abilities:

Strong written and oral communication skills

Demonstrates understanding of trauma and treatment

Proven ability to work effectively with diverse populations and to promote an agency environment that is welcoming and accessible to all community members.

Ability to diffuse crisis situations with sensitivity and awareness

Strong organizational skills

Demonstrates effectiveness as a member of a team as well as the ability to work independently and to take initiative

Flexibility and ability to prioritize job responsibilities

Ability to provide supervision, training and support to staff

Ability to maintain personal balance and accomplish multiple tasks that require a variety of skills

Demonstrates skills of self-direction

Ability to lead and follow as a part of a management team

LICENSES/CREDENTIALS: LCSW or LPC

SUPERVISED BY: Executive Director

ACCOUNTABILITES:

1. Provides clinical services to domestic and sexual violence survivors

Conduct mental health evaluation and treatment of adults and children.

Collaborate with community partners to provide appropriate referrals for long-term clinical services as needed.

2. Provide supervision, leadership and encouragement to client care staff.

Provide direct supervision of the Support Facilitator.

Provide and/or coordinate a minimum of 3 staff in-services annually on mental health or clinical services related issues

Facilitate monthly clinical case review meeting for all direct services staff

Provide bi-weekly one-on-one clinical supervision for non-residential case managers who provide counseling and case management services (Sexual Assault Services Coordinator, Domestic Violence Case Manager, and Crisis Line Coordinator)

Provide supervision to MSW interns working with non-residential clients as needed

Document all supervision related issues in appropriate personnel file.

3. Maintains and evaluates clinical services program according to the needs of the agency and the community

Maintain programming statistics to include: client database management, monthly client intakes, client contact documentation, programmatic grant reports and monthly accomplishments report.

Develop appropriate quality assurance standards for direct service staff.

Develops and reviews evaluation tools for clinical services, including one-on-one counseling and support groups in both the residential and non-residential setting.

Conducts quality assurance reviews of clinical services by randomly reviewing client charts, sitting in on client sessions, or observing support groups as needed

4. Provides support to the agency and the community in reference to clinical services.

Provide support for all other DCRC programs, such as training volunteer advocates to provide crisis counseling to domestic/sexual violence survivors.

Maintain communication with case management team and other shelter staff by attending and actively participating in administrative and case management team meetings and staff retreat/team building meetings.

Participate and facilitate the publicity and continued community relations for the agency, especially representing clinical services.

Represent DCRC positively and effectively to other agencies, service systems, and communities

5. Other duties as determined by the Executive Director

Interested applicants must send their resumes to: jobs@durhamcrisisresponse.org No phone calls please.

Support Group Facilitator (Part-time)

The Durham Crisis Response Center (DCRC) seeks a part-time Support Group Facilitator to provide develop and coordinate peer and counseling client support groups. The Support Group Facilitator will work with the Therapeutic Counselor to coordinate the activities associated with establishing support groups based on peer-led, psycho-educational or therapeutic models. The Support Group Facilitator must possess thorough knowledge of working with group dynamics and counseling.

The position is part-time and requires regular hours that include evening and possibly weekends.

Major Duties and Responsibilities:

Working with individuals and families affected by Domestic or Sexual Violence

Address crises both within the group and individually while maintaining appropriate boundaries

At each meeting, establish the role of the facilitator and emphasize confidentiality.

Assisting prospective and new members in determining appropriateness of group match; redirect to other groups or services when necessary.

Establish and maintain monthly meeting format and record keeping (time, place, agenda, and submission of monthly reports).

Make arrangements for a meeting room, and advertise the existence of the group to the community at large.

The Support Group Facilitator will be supervised by the Therapeutic Counselor.

Coordinates other direct service needs with other DCRC staff.

Qualifications & Experience:

Minimum of Master's Degree in Social Work or a related field.

At least one year of experience

Knowledge and understanding of incest/sexual abuse issues

Thorough understanding of group dynamics and group process

Excellent therapeutic and personal boundaries and ethics

Ability to perform crisis intervention

Good verbal and written communication skills.

Able to be empathetic and separate personal needs from group needs.

Apply strong listening skills and effective communication skills.

Ability to redirect and facilitate discussion as well as fulfill the duties and responsibilities as mentioned above.

Bilingual applicants are preferred.

Interested applicants should email resumes to: jobs@durhamcrisisresponse.org No phone calls please.

RPE Coordinator (FTE)

The Durham Crisis Response Center (DCRC) seeks a full-time Prevention Coordinator to provide support for Rape Prevention and Education. The Prevention Coordinator will be responsible for coordinating the activities associated with a state-funded Rape Prevention and Education project. The Prevention Coordinator will not conduct crisis interventions or provide direct services to clients.

Qualifications:

Bachelor's degree in one of the following areas: education, sociology, anthropology, criminal justice, criminology, human services, social work, public health, counseling, communications, psychology or other related fields.

Bilingual speaker preferred in communities serving a significant number of people for whom English is the second language

Required:

- Good written and interpersonal communication skills
- Strong planning and organizational skills
- flexibility and the ability to adapt to project needs
- Self-motivated worker with ability to work independently
- Has own transportation (car) for use to carry out job tasks
- Commitment to primary prevention of sexual violence
- Ability to work effectively as a team member
- Flexibility and willingness to work some evenings and weekends as needed
- Openness to learning new concepts and approaches
- Good computer skills
- Creativity

Preferred:

- Prior experience working in the field of sexual violence
- Basic understanding of public health principles
- Experience in community outreach/organizing/mobilization
- Experience in program planning and coordination
- Experience in training and presentations/classroom teaching/curriculum development
- Experience in community assessment
- Experience with program evaluation
- Experience working with diverse populations

Activities

- Coordinate a community needs and resource assessment
- Develop a plan to address sexual violence prevention in the community
- Coordinate the implementation of sexual violence prevention strategies
- Oversee the evaluation of the sexual violence prevention strategies and other sexual violence prevention work
- Develop and nurture relationships with key individuals and organizations in the community
- Develop and oversee a community sexual violence prevention taskforce
- Maintain professional competency by attending trainings and accessing other mechanisms (e.g. technical assistance, online tutorials, reading articles etc) for developing new knowledge and skills associated with sexual violence prevention
- Report regularly to agency supervisor
- Submit all required reports and other documentation in a timely and complete manner
- Attend Sexual Assault Response Team (SART) meetings

Interested applicants should email resumes to: jobs@durhamcrisisresponse.org No phone calls please.

Overnight Shelter Manager

The overall responsibility of the overnight/weekend shelter manager is to provide supportive services to shelter residents and other crisis line clients, to oversee and manage the DCRC database system, and to assist with all aspects of shelter management. As needed, this position also provides back-up coverage to the crisis line, staff hospital calls, supervise volunteers, and represent Durham Crisis Response Center at community events.

If interested, please send resume to adavis@durhamcrisisresponse.org

Shelter Relief Staff

The Shelter Relief staff provides shelter management and services to shelter residents during weekends and other hours as needed. These services include crisis counseling, distribution of necessities to residents, coordination of services with other agencies, completion of resident orientations, supervising volunteers, leading special projects with the residents and assistance in general shelter maintenance.

If interested, please send resume to adavis@durhamcrisisresponse.org

CONSUMER EDUCATION SERVICES INC.

Consumer Education Services Inc. (CESI) is seeking highly motivated, outgoing persons who enjoy assisting others to work in their call center as a Financial Counselor. CESI's Financial Counselors are responsible for assisting consumers by analyzing their financial needs, developing individual solutions, and providing the information/guidance that will help consumers improve their finances. Responding to inbound calls from consumers, our counselors perform some account management responsibilities and are required to increase their professional knowledge by obtaining a related certification within the initial six (6) months of employment with us.

Qualifications:

- 2+ years call center experience
- Excellent Communications Skills
- Bachelor's Degree or equivalent experience
- Sales & Customer Service Experience required, Financial Management knowledge a plus
- Proficient in MS Office
- Ability to type 35+ wpm
- Bi-lingual (Spanish/English)
- Various full-time schedules available

This is a full-time position with hours from 8:30am – 5:30pm during training and shifts after training. The ideal candidate must fit all of the above criteria. If you are looking for an excellent opportunity to work for a great organization that offers a competitive salary and benefits, please send your resume and cover letter to hr@mycesei.org. **Use No. FC110409. NO PHONE CALLS.**

EASTERN AHEC

Eastern AHEC is searching for an Assistant Director of Dental/Pharmacy Education, Health Careers and Workforce Diversity. This is position # 955012 and is a 12 month, EPA non-faculty instructional appointment, and a preferred hire date of February 1. An application can be submitted through the East Carolina University (ECU) employment site and applications should include a resume/CV, letter of interest, and contact information for 3 recommendations.

Please feel free to share this information with your colleagues locally and statewide.

This position is a twelve-month EPA non-faculty instructional appointment as Assistant Director for Allied Health, Public Health & Dental Health Education and Health Careers & Workforce Diversity at Eastern AHEC. The position will focus primarily on dental and pharmacy education, health careers and workforce diversity. The Assistant Director's responsibilities include the on-going assessment, implementation, and evaluation of continuing education activities of health professionals throughout the Eastern AHEC 23-county service region. The Assistant Director will provide consultation and technical assistance, based on knowledge and expertise, to healthcare facilities, educational institutions, and health care providers. The Assistant Director will work with the Director and Assistant Director to increase the visibility of health careers and workforce diversity in the region. This includes planning and implementation of activities designed to encourage and expand recruitment of students, particularly underserved minority students, into health careers. Some of the duties and responsibilities include:

- Producing continuing education programs in Dental and Pharmacy Education
- Independently engaging in assessment, planning, implementation and evaluation of all continuing education programs and activities.
- Preparing budgets, program plans and initiates credit applications for educational programs.
- Maintaining and overseeing a system to monitor, manage, evaluate, and provide credit for programs.
- Facilitating, supporting and implementing research activities and projects related to education and workforce in Dental and Pharmacy Education.
- Monitoring workforce trends and issues in all health professions.
- Assisting in increasing awareness and recruitment of academically prepared people into the health care careers.
- Initiating and maintaining effective communication with appropriate professional and related health agencies and organizations.

A master's degree in allied health, public health, health education or health related field from an appropriately accredited institution is required with a minimum of three years experience in health education program planning and/or staff development.

The successful candidate must have strong planning, organizational, management, and communication skills and exhibit extensive knowledge of health careers, their requirements, locations and prerequisites of educational programs, and workforce issues. The candidate should be able to interact effectively with a large variety of organizations involved in the training of health care professionals and/or the provision of healthcare. The ability to establish good interpersonal relationships and work with a wide range of health professionals is mandatory. The position involves some overnight travel and occasional weekend work. A valid NC Driver's License is required. Experience with the NC AHEC system is preferred. Salary is negotiable and will depend upon experience and background.

Betty Shafer
Business Services Coordinator
611 Eastern AHEC
shaferb@ecu.edu

252-744-0136
252-744-8596 (fax)

Cary de la Osa
Administrative/Communications Support Specialist
NC Office of the Governor
Office of Citizens and Faith Outreach & Hispanic/Latino Affairs
116 West Jones St
Raleigh, NC 27603
919-733-5361
919-733-2120 Fax
cary.delaosa@nc.gov



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