



Liberty House Job Announcement
Prevention Education Project Coordinator
Full-time – 40 hours
Starting at \$21.42 per hour, DOE
Excellent benefits package

About Liberty House

Liberty House is a nonprofit organization dedicated to supporting children and families facing concerns of abuse, neglect, trauma, and grief since 1999. Our successes lead to vital positive social change and we are looking for a highly organized, energetic, and passionate person to join our team. Visit www.libertyhousecenter.org to learn more about Liberty House.

Prevention Education Project Coordinator

Do you care about children? Do you want to make a positive impact in the lives of youth, families, and communities in Marion and Polk counties? Are you knowledgeable about the influence of the internet, mobile devices, and social media on young people and their well-being? Are you interested in working independently and collaboratively as part of a close-knit team in a positive, supportive environment?

We are looking for a creative thinker and engaging public speaker with a passion for building relationships to join our team. Candidates with strong communication experience will utilize and refine those skills in our iRespect&Protect campaign to support the lives of youth, families, and communities by fostering positive self-worth, promoting healthy online choices, and encouraging safe relationships.

Primary Responsibilities

- Create innovative messaging to educate children, parents/caregivers, community leaders, and other adults about cyberbullying, sexting, and the negative consequences of risky online behaviors.
- Make dynamic community presentations throughout Marion and Polk counties to improve child-protective behaviors and reduce the online harm of cell phone and internet use.
- Build and maintain key community relationships by communicating and connecting with local groups, organizations, schools, stakeholders, supporters, and vendors.
- Develop and implement prevention curriculums and online learning modules (supporting our *myWorth* program) to help children navigate the pressures of growing up in the digital age.
- Coordinate advertising, marketing, and promotions for iRespect&Protect and *myWorth*.
- Manage the Prevention Team's online presence and social media; Webpage, Facebook, Instagram.
- Work independently and collaboratively with the Prevention Program Director and Prevention Team.
- Become knowledgeable of all aspects of the Prevention Program and support any outreach efforts of the organization throughout Marion and Polk counties as appropriate.
- Understand the work of Liberty House and Hope & Wellness Services: Medical Assessments, Forensic Interviews, Family Support, Trauma-Informed Mental Health Services, and Community Outreach.

Requirements

- Bachelor's degree in Communication, Education, Marketing, or a related field.
- 2 years of experience in communications, education, marketing, public speaking, **OR**
- Another acceptable combination of education and experience.
- Excellent communication skills to create and nurture relationships with community stakeholders and supporters as well as vendors.
- Proficient computer skills using standard Microsoft applications, e.g., Word, Excel, Outlook.
- Valid Oregon Driver's License and acceptable driving record; proof of automobile insurance; and reliable personal transportation.
- Must be able to pass a criminal background, DHS Child Welfare Registry and sex offender registry check prior to employment.
- Interest in Liberty House's mission.
- Bilingual (Spanish) and bicultural is preferred.

To Apply:

Please email a cover letter, application, and resume to: HR@libertyhousecenter.org

Attention: Shirlee Sitton, Chief Administrative Officer.

Open until filled.

Liberty House does not discriminate on the basis of race, color, religion, gender, gender identity, sexual orientation, disability, national or ethnic origin, or other legally protected status. Women, people of color, people with disabilities, and LGBTQ candidates are encouraged to apply.

Effective October 18th, 2021 Liberty House will require all employees and new hires to be vaccinated against COVID-19, unless they qualify for an approved medical and/or religious exemption.