



Community Engagement Specialist

Full Time [Non-Exempt (40 hrs)]

Center for the Pacific Asian Family (CPAF) is a non-profit organization recognized nationally for its pioneering work in domestic violence and sexual assault. CPAF's multi-lingual and multi-cultural services include a 24-hour hotline, short term and long term shelters, counseling, case management, and supportive services. CPAF also provides violence prevention programs, outreach, education and advocacy on the issues of family violence and violence against women, focusing on the Asian and Pacific Islander community.

CPAF is a community based organization that draws from multiple disciplines to holistically serve individuals and families of many different sizes and cultural backgrounds. Staff work in environments where children are present and may be called upon to provide support as needed.

Summary Statement: Under the supervision of the Community Engagement Manager, the Community Engagement Specialist (CES) contributes to CPAF's Community Engagement (CE) program through prevention education, outreach and mobilization. CES facilitates workshops and trainings in the community on numerous issues that intersect with gender based violence. Through effective outreach and engagement of community, CES also brings individuals and organizations into CPAF's mission of building healthy and safe communities. CES will mentor young leaders who will mobilize and organize in their communities to address and end violence in their communities. CES works with various sectors and disciplines including schools, faith communities and other community based organizations.

Duties and Responsibilities:

- **Prevention Education**
 - Educate community members on topics of gender based violence, power and privilege within the community's context.
 - Adapt lesson plans based on community needs and priorities.
 - Mentor/train youth leaders to become cooperative change agents amongst their peers and within their local communities.
 - Coordinate with Community Services team members for supportive services when disclosures of violence occur.
 - Track outcomes of prevention efforts through pre/post-tests and assist with internal and external reports on prevention efforts when needed.
- **Outreach and Mobilization:**
 - Establish new community relationships while maintaining strong ties with existing partner organizations.
 - Engage community members through CPAF's website and its other digital platforms including regular posts on Facebook, Instagram, Twitter, etc.
 - Represent CPAF through network meetings, public forums, presentations, trainings, etc.
 - Promote agency services and trainings.
- **Travel requirements:** Driving is an essential job function for this position in order to conduct community-based outreach, education, and prevention activities. Therefore the employee must have a valid CA driver's license and use their own vehicle to perform duties. The employee must also be eligible for coverage under CPAF's auto insurance policy.
- **Teamwork:** Provide general support asked of all staff which may include: responding to emergencies, providing hotline or site coverage, providing translation, maintaining a functioning office. Participate in program and organizational development and fundraising, and attend staff and team meetings.

Qualifications: The qualified candidate must possess demonstrated knowledge, skill, abilities and experience in the following areas:

- General
 - Committed to eliminating intimate partner violence, sexual abuse, and family violence; practices non-violence including non-corporal child discipline
 - Understands and is aligned with CPAF's organizational values
 - Understands and appreciates Asian/Pacific Islander cultures; is able to work with diverse communities (race, ethnicity, sexual orientation, disability, age, gender identity, class, etc.). Bilingual in an Asian or Pacific Islander language strongly preferred
 - Must submit to DOJ level Live Scan and subsequent arrest notification, annual TB test and annual driving record search
 - Must have access to reliable transportation to and from work
- Job Execution
 - Experience in developing/conducting trainings and community outreaches strongly preferred
 - High aptitude with public speaking and representing the agency in public settings
 - Strong work ethic, self-directed, able to coordinate multiple tasks, and highly motivated
 - Able to work well independently and as a member of a team
 - Able to thrive in flexible, evolving situations and manage change effectively
 - Able to effectively and efficiently address crises and problem-solve with open communication
 - Able to plan work schedule respective to program needs, including working evenings or weekends if needed
 - Demonstrate excellent communication skills, both written and oral.
 - Must complete 65-hour domestic violence/sexual assault certification training within first six months of employment

Interested parties please submit cover letter and resume to hr@cpaf.info and state where you saw our posting. Please include your name and the position you are applying for in the subject line. No phone calls please.

Center for the Pacific Asian Family (CPAF) is committed to a policy of equal employment opportunity and does not discriminate against its employees or applicants on the basis of ancestry, age, citizenship, color, disability (physical and mental, includes HIV and AIDS), genetic information, gender, gender identity, gender expression, marital status, military or veteran status, national origin, political affiliation, race, religion (includes religious dress and grooming, sex (includes pregnancy, childbirth, breastfeeding and/or related medical conditions), sexual orientation, request for FMLA, or any other category protected by federal, state or local law ("Protected Categories"). CPAF will not discriminate based on a perception that an employee or applicant is a member of one or more of the Protected Categories, or is associated with someone who is a member of one or more of the Protected Categories. CPAF is committed to fostering a diverse and safe work environment where employees respect one another and share a commitment to our organization's mission, values, and strategies.