

VIOLENCE PREVENTION EDUCATOR JOB DESCRIPTION

The Phoenix Center at Auraria

Title: Violence Prevention Educator (VPE)

Purpose: VPEs will be trained to provide consistent, thorough information about relationship violence, sexual assault, and stalking, and related topics to the Auraria campus community. They will be involved in the design of prevention and education programs and their implementation. VPE's will actively engage in campus awareness activities, classroom presentations, orientations, and educational presentations to various campus groups. VPEs must be self starters and able to fulfill their hours with little direction. VPEs will develop strong presentation, facilitation, and leadership skills through participation in this opportunity. We serve the University of Colorado Denver, Metro State College of Denver, the Community College of Denver, and the Auraria Higher Education Center. *This position does not provide crisis response and/or victim advocacy.*

Benefits: VPEs will be provided with in-depth and ongoing training in dynamics of victimization and will gain direct experience in providing education to our large campus community on interpersonal violence.

Reports To: Associate Director, For an application contact: lisa.ingarfield@ucdenver.edu

Duties:

- Position runs August 1 to June 1 **including** winter, spring and summer breaks; 8-12 hours a week. At least 5 hours must be in the office, 3 hours for presentations/resource fairs and the remainder for planning;
- Participate in the design and implementation of presentation curriculum and awareness programs;
- Participate in at least **ten** presentation/awareness activities each semester (incl. orientations and tabling);
- **Actively** seek opportunities for outreach and education;
- Respond promptly to any Center staff member who communicates with you *via email/phone* requesting volunteers for upcoming events (**must check email daily**);
- Provide front desk coverage at the PCA each week (at least 3-5 hours);
- Attend weekly staff meetings;
- Complete necessary reports documenting services rendered and activities performed;
- Represent the Center in a positive and professional manner;
- Receive regular ongoing supervision and training individually and/or in a group setting.

Requirements:

- Successfully complete a 28-30 hour July **mandatory** training & additional in service trainings as necessary;
- Must be available for evenings and weekends as well as week day presentations/orientations;
- Must agree to a background check and at least 18 years of age;
- Must have an open and non-judgmental attitude and a demonstrated commitment to diversity;
- Must demonstrate initiative - prior programming/presentation experience a plus;
- One year commitment to the program;
- Adhere to strict policy of confidentiality;
- Must share program philosophy and remain in good standing with the program;
- Closure on any issues/victimization with sexual assault, relationship violence, or stalking;
- VPE position is eligible for CCD work study, UCD/CCD/MSCD Internship, and UCD/CCD/MSCD UCAN Serve Program volunteer.