

Help Line Coordinator

Employer: DAIS (Domestic Abuse Intervention Services)

DAIS is seeking a Help Line Coordinator (HLC) to support the Help Line Program. The position duties include: hiring, training and ongoing supervision of help line advocates; scheduling advocates to staff the help line; providing direct services to victims of domestic violence; and ongoing program management of the Help Line Program.

The Help Line Coordinator position is 24 hours per week. The schedule may vary, is flexible, and at times may include daytime, evening, and weekend hours.

A successful candidate will have a four-year college or university degree. Experience in the field may be substituted for the academic degree. Candidates will have experience working with victims of domestic violence and supervising staff or volunteers. Bilingual candidates and individuals of color are encouraged to apply.

Benefits include access to purchase full medical and dental coverage, life and long-term disability insurance, and generous leave time.

To apply:

A completed application, resume and cover letter addressed to Meghan Sohns are required to be considered for this position. You may obtain an application packet from <http://abuseintervention.org/get-involved/jobs/> . A first review of applications will begin on May 13th, 2013. Applications will be accepted until the position is filled.

DAIS is an equal opportunity employer.

Download:

 [Helpline Coordinator Job Description.pdf](#)

Deadline for applications: A first review of applications will begin on May 13th, 2013.

Go live:

April 30, 2013

Contact: Sherry Severson (608) 251-1237 ext. 301

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