



# Children's Safe Harbor

## **Children's Safe Harbor--- Position Vacancy**

Founded in 2007, Children's Safe Harbor is the only safe visitation exchange and supervised visitation center in Northern Illinois. Children's Safe Harbor provides a safe place for families to engage in parenting time and exchange of children for parenting time. Children's Safe Harbor seeks to lessen the harmful effects of domestic violence for both adult and child survivors through supervised visitation and visitation exchange programming that provides a safe and supportive environment. Children's Safe Harbor acknowledges abusive behavior and promotes healthy relationships and healing between parents and children in an environment free from fear, intimidation, and post-separation abuse.

**Children's Safe Harbor seeks a dynamic and compassionate candidate to serve as the Executive Director.** The Executive Director is responsible for continuing Children's Safe Harbor's commitment to safety through the provision of supervised visitation and visitation exchange programming in a trauma-informed and empathetic environment. The Executive Director will lead strategic initiatives to increase the organization's capacity to serve families in Winnebago County by working closely with the Board of Directors, developing fundraising initiatives and leading grant seeking activities, and engaging in community outreach and education to increase understanding of the dynamics and impact of domestic violence, sexual assault, stalking, dating violence, and child abuse on families and children.

### **Qualified candidates will meet the following criteria:**

- Bachelor's degree or higher
- Knowledge of the dynamics of domestic violence, dating violence, sexual assault, stalking, and child abuse. Completion of the Illinois 40-hour domestic violence training as required by the Illinois Domestic Violence Act (IDVA) from an Illinois Certified Domestic Violence Professional (ICDVP) approved training site. Additional sexual assault training is required, if not yet completed.
- Knowledge and familiarity of the court system, community resources, and a coordinated community response model.
- Exhibit a commitment to the empowerment of domestic violence survivors and/or providing trauma-informed, client-centered services.
- Familiarity with finance processes, including but not limited to preparing and managing budgets, is preferred but not required.

- Experience in fund development to include researching, writing, and applying for public and private grants preferred.
- Experience in supervising staff, facilitating meetings, engaging in strategic planning activities, and addressing concerns using a solution-focused approach.
- Demonstrate strong crisis-intervention and conflict-management skills, including the ability to de-escalate and respond to situations that may impact client and staff safety.
- Experience and comfort with public speaking, including but not limited to developing and facilitating community education and awareness presentations.
- Experience in planning and executing fundraising events.
- Ability to engage in creative problem-solving methods, which can be applied to board development, organization fundraising efforts, program development, and public relations.
- Strong organization and communication skills required. Proficiency in Microsoft Office and use of computers and computer-management systems required.
- Ability to work well with individuals from diverse backgrounds and to develop culturally appropriate practices responsive to the needs of limited English proficient clients, clients with disabilities, and clients from historically underserved communities. Bilingual candidates encouraged to apply.

Salary and Benefits package is commensurate with experience and background.

**Applicants should send resume and cover letter electronically to:**

**Rosemary Collins**  
**Children's Safe Harbor**  
**1416 20<sup>th</sup> St.**  
**Rockford, IL 61104**  
[CSHWinnebagoCounty@gmail.com](mailto:CSHWinnebagoCounty@gmail.com)

Be advised that all offers of employment are conditional, subject to a satisfactory background review and drug testing, upon request.

POSTED: February 12, 2021

EXPIRATION: February 26, 2021

EQUAL OPPORTUNITY EMPLOYER