

Ionia Montcalm Secure and Friendly Environment Child Advocacy Center seeks Full-Time Forensic Interviewer

Employment Type: Full Time Employee

Union Status: Non-union

Pay: \$45,000, Individual Healthcare Coverage, Personal Days, Vacation Days and Holidays

IM SAFE CAC is looking for an energetic, passionate individual to join our team as a forensic interviewer! The primary responsibility of this position is to conduct forensic interviews of alleged victims of child sexual abuse, physical abuse, and/or Human Trafficking utilizing the Michigan Forensic Interview Protocol. The candidate must possess excellent written, verbal, and interpersonal communication skills. Must be able to work in highly intense situations and conduct self in professional manner. Must have essential understanding of Michigan Forensic Interview Protocol, NCA Standards for Accreditation and implementation of best practices. Must also have excellent crisis management skills, and ability to function within a multi-disciplinary team. Must have experience with Excel and working with data.

Required Qualifications:

- Shall possess a Bachelor's degree in social work, psychology, criminal justice or equivalent degree from an accredited school OR have a minimum of 3 years' experience with child sexual abuse cases.
- Demonstrated professional experience with children and a demonstrated knowledge of child abuse and neglect issues and child development.
- Ability to relate to children and adults of all ages, races, ethnicities, and socio-economic backgrounds as well as professionals across multiple disciplines and individuals in crisis situations
- Demonstrated ability to use technology, including a computer for report writing and video recording equipment
- Demonstrated ability to use Excel and compile statistical reports

Required Certification/Licensure:

- Completion of State of Michigan 3-day Forensic Interview training put on by the Prosecuting Attorneys Association of Michigan (PAAM)
- Must be able to document satisfactory completion of competency-based child abuse forensic interview training that includes child development with a minimum of 40 hours of nationally or state recognized forensic interview training

Skills and Abilities

- Demonstrated ability to communicate in both oral and written forms
- Demonstrated ability to produce legible and accurate written reports
- Strong interpersonal, communication, and organizational skills.
- Strong problem solving and solution-oriented skills.
- Knowledge of the impact of trauma on childhood development.

- An ability to work independently and also function effectively as part of a team.
- Minimum of one-year post degree experience conducting child interviews preferred.

Responsibilities:

- Facilitate multidisciplinary pre- and post-interview case debriefing.
- Conduct pre- and post-interview meetings with multidisciplinary team members and caregivers.
- Conduct forensic interviews of child victims in a manner consistent with the Michigan Forensic Interview Protocol, NCA Standards for Accreditation, and consistent with the policies of the IM SAFE CAC.
- Promote stable and cooperative working relationships between all multidisciplinary team members and community agencies.
- Conduct follow-up interviews when appropriate.
- Prepare timely and professional interview reports if required.
- Complete all mandatory case documentation and maintain confidentiality of all case information.
- Complete all appropriate statistical and case-tracking paperwork and maintain CAC database.
- Respond to subpoenas and provide testimony in legal proceedings when requested on relevant cases.
- Participate in regular peer reviews with multidisciplinary team members.
- Maintain an expert awareness of current trends, research and developments in the fields of forensic interviewing and child sexual abuse.
- Comprise Case Review Agenda and notify multidisciplinary team members of upcoming Case Review dates
- Complete ongoing education in the field of child maltreatment and/or forensic interviewing consisting of a minimum of 8 contact hours every 2 years.
- Any other duties as assigned by the Director.

TO APPLY: Send letter of interest, resume, and three business references to the Executive Director, Lori Kirkhoff, at imsafecac@gmail.com