



**Job Description
Batterers' Intervention Facilitator
PT or FT/Non-Exempt Position**

Reporting directly to the Director of Youth & Clinical Services, this position is an integral part of the Family & Youth Services team. This individual will be the instructor for Batterers' Intervention Program classes. This position must maintain confidential information encompassing adult clients. The position must have a positive and supportive attitude towards the agency and its overall success.

JOB SUMMARY

The Batterers' Intervention Facilitator is responsible for conducting Batterers' Intervention Program classes for court and probation ordered clients who are required by law to complete a program of up to 52 weeks. Client records are confidential and must be maintained. Client progress notes and reports are computerized and are to be kept current. Instructor will report suspected child and elder abuse and information governed by Tarasoff. Supervision and staff meetings are a necessary part of the instructor's duties. Flexible hours are necessary and include evening hours.

ABILITIES

Must have the ability to think globally and solve problems, as well as good decision-making skills, including critical thinking skills. Needs excellent teaching and communication skills. Ability to assess and evaluate clients. Ability to work with culturally and ethnically diverse population. Manage a caseload and ensure all documentation is completed in accordance with directives. Must have good time management skill. Understanding the dynamics of sexual abuse treatment and developmental issues is helpful. Have good organizational skills, be reliable and punctual. Must have good writing skills for reports and progress notes. Must be a team player. Must be self-motivated and interested in improving skills and knowledge to grow with the expanding needs of the organization.

REPORTING RESPONSIBILITY

Director of Youth & Clinical Services

Contact: Family & Youth Services, 729 North California Street, Stockton, CA 95202-1817
Telephone (209) 929-6700 Fax (209) 929-6704 www.fayssjc.org

DUTIES AND RESPONSIBILITIES

- Provide Batterers Intervention class instruction to court and probation ordered adults.
- Maintain client records on the computer, including all mandated agency forms in accordance with directives.
- Complete progress notes and reports in a timely manner.
- Attend supervision meetings and client staffing.
- Keep all records and information confidential.
- Report suspected child and elder abuse and information governed by Tarasoff.
- Present cases and tapes of sessions as required for supervision.
- Attend agency staff meetings.
- Attend training, workshops and meetings that may include out-of-town travel.
- Other duties as required.

EXPERIENCE AND EDUCATION

One year’s experience in facilitating batterer groups; computer knowledge.
 Maintain 16 hours of Continuing Education annually in accordance with PC 1203.098.
 Complete 40 hours Batterers' Intervention Training in accordance with PC 1203.098.
 Have a minimum 52 weeks, or no less than 104 hours in six months, as a trainee in an approved batterers’ intervention program with a minimum of a two-hour group each week.

LICENSE OR CERTIFICATE

Batterers Intervention Program group facilitator certification through San Joaquin County Probation.
 Valid California driver’s license preferred, current auto insurance, clear driving record.

OTHER

Flexible hours to accommodate the needs of the position; evening hours are required.
 Free past five years from history with probation or domestic violence background.

I have read the job description and understand the responsibilities of the position I have accepted.

 Print Name

 Signature

 Date