

VERMONT HUMAN TRAFFICKING SERVICES DIRECTOR

BASIC FUNCTION

To provide technical assistance and coordination for Human Trafficking Case Managers serving the Vermont Human Trafficking Task Force.

Coordinate and collaborate with the Law Enforcement Liaison to the Vermont Human Trafficking Task Force system-based victim advocates to ensure comprehensive delivery of services to survivors.

Expand access to comprehensive, victim-centered, and trauma-informed services for human trafficking victims and engage new partners to provide basic resources and support.

CHARACTERISTIC DUTIES & RESPONSIBILITIES

- Coordination and collaboration with the Law Enforcement Liaison and system-based victim advocates (U.S. Attorney's Office, Attorney General's Office, States' Attorneys) to ensure comprehensive delivery of services to survivors;
- Coordinate and/or deliver training and outreach to victim service professionals to ensure victim-centered, trauma-informed best practices;
- Coordinate and/or deliver training and outreach to allied professionals and service-providers to ensure effective intake and identification, referrals, and victim-centered, trauma-informed best practices;
- Develop policy recommendations and statewide protocols in consultation with VHTTF and its stakeholders and partners
- Serve as a liaison to the Center's Victim Compensation Program, Sexual Assault Program, and Restitution Unit.
- Build relationships with victim service providers, community partners, and other resources to expand access to comprehensive, quality services for survivors
- Facilitate communication between Human Trafficking Case Managers and other victim service providers, community partners, and criminal justice agencies around the state;
- Act as a clearinghouse for information pertaining to human trafficking and disseminate information to stakeholders, including updates regarding any changes to laws, rules or policies affecting victims of trafficking;
- Provide a wide range of technical assistance and support to Case Managers;

- . develop resources and protocols to assist in the delivery of victim services to trafficking victims

SUPERVISION RECEIVED

General Supervision is received from the Vermont Center for Crime Victim Services Executive Director

QUALIFICATIONS

Essential:

B.A. in criminal justice, human services or other pertinent discipline plus knowledge of or experience in human trafficking: direct service, investigation, or policy development

Desirable: Advanced degree in relevant field

Necessary or useful knowledge, skills & experience:

- Knowledge of legal and criminal justice system;
- Direct service experience with or administrative support for an organization that serves human trafficking survivors
- Solid understanding of and strong interest in victims' issues and support services, and human service delivery systems in Vermont;
- Ability to manage time effectively and simultaneously handle multiple tasks and projects;
- Strong organizational skills;
- Strong interpersonal and communication and writing skills in order to work effectively with variety of other state and community agencies and organizations in carrying out the varied functions of the job;
- Supervisory experience and skills
- Ability to maintain confidentiality of sensitive information.