



Communities In Schools (CIS) of Northwest Michigan Trauma Coordinator: Provides trauma education to students/families, develops behavioral interventions with all involved support systems and collaborates/communicates with the treatment team and child-involved systems to create a unified approach to treatment and healing. Trauma Coordinator provides services in Antrim County based on the program requirements within the contract with the Department of Health and Human Services.

- Initiates contact with referred client(s)/family meeting eligibility requirements
- Schedules and conducts trauma screen, identifies trauma team, and coordinates meetings/services in collaboration with DHHS worker
- Provides flexible work schedule to meet needs of client(s)/family
- Develops and administers pre-test and post-test assessment to determine client(s)/family assets and strengths, support systems, community resources, goals and projected outcomes related to the referral
- Schedules and facilitates trauma team meetings and development of trauma service/support plan
- Work closely with the Trauma team and family on treatment recommendations and case direction.
- Provide a range of individualized services and activities such as:
 - Treatment coordination and skill integration of clinical components across systems
 - In-home/community behavioral services
 - Provide multi-system education about trauma
 - Keeping the "team" moving in the same direction
 - Advocate for the child/family
 - Consult with members of the team or child's system
 - Develop supports for the child/family
 - Participate in family meetings/team meetings
 - System navigation
 - Provide monthly written reports/progress
 - Help all members of the child's system understand the child's individual needs, trauma response, and intervention
 - Model interventions
 - Identify and train respite support for child
 - Use of Protective Factors Framework
- Focus on treating domains of impairment observed in children exposed to complex trauma by assessing multiple areas of functioning and gather information
- Act as a key player in helping children and families build resiliency
- Assist in the development of linkages with natural helping networks and community resources
- Assist client(s)/family in accessing transportation services and/or transport client(s)/family if needed to obtain needed services or attend scheduled meetings
- Provide testimony in court as requested
- Provide DHHS with written monthly individual client progress reports
- Obtain authorization/reauthorization from DHHS for service delivery and/or extending service delivery
- Discuss recommendations to conclude services with the trauma team and DHHS worker
- Develop written termination reports for each client(s)/family for the purpose of documenting the reasons for case closure as related to the original goals, objectives, and projected outcomes specified in the initial trauma service/support plan
- Provide DHHS with quarterly cumulative outcome data report

QUALIFICATIONS

- A non-judgmental trauma informed positive attitude toward families in crisis
- Training, education, and experience in social services and community resources
- Experience working in child welfare home-based programs
- Sensitivity to and awareness of other cultures and ethnicities
- Knowledge and skills in substance abuse treatment

- Knowledge and skills in domestic violence prevention
- Ability to engage with, and relate to, families with multiple challenges
- Skills in crisis intervention, assessment of potentially violent situations, and short-term goal setting
- Knowledge of family and individual theories
- Knowledge of treatment (intervention and technique) philosophies and strategies of home-based services, including a trauma informed strength-based approach
- Flexibility in work schedule is necessary and availability to families during non-traditional hours is required

EDUCATION and/or EXPERIENCE

The Trauma Coordinator shall have a bachelor's degree in social work, sociology, psychology, family ecology, consumer/community services, family studies, and/or child development, guidance/school counseling, counseling psychology, or criminal justice. A master's degree is preferred.

LANGUAGE SKILLS

Excellent verbal and written communication skills. Ability to analyze and interpret business periodicals, professional journals, technical manuals, and governmental regulations. Ability to write and edit reports and business correspondence. Ability to effectively present information and respond to questions from managers, clients, and the general public, orally and in writing.

REASONING ABILITY

Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of instructions and deal with abstract and concrete variables.

LOCATIONS

Services to be provided throughout Antrim County. Office located within CIS Main Office.