



## Children's Advocacy Centers of Georgia

### CACGA Statewide CSEC Response Team Regional Child and Youth Care Coordinator Job Description

#### **General Job Description**

CACGA Statewide CSEC Response Team is a multi-year project administered by the Criminal Justice Coordinating Council (CJCC) and funded by Temporary Assistance for Needy Families (TANF). The goal for this program is to improve the lives and overall outcomes for child and youth victims of human trafficking and Commercial Sexual Exploitation of Children. One of the primary objectives of the grant is for CACGA to hire five (5) Regional Child and Youth Care Coordinators to provide case management services and to serve as a liaison with law enforcement partners, judicial partners, and victim service partners in the regional area, as well as support and improve the multi-disciplinary response to child and youth trafficking. This position will serve as a central point of contact for agencies and victims for a more coordinated and effective system response; provide direct service for victims in the form of assessment, case management, and advocacy; and facilitate training and outreach to help build infrastructure and community capacity. Each region in Georgia possesses its own unique set of resources and needs; the daily responsibilities and duties of this position will vary statewide and may evolve as the local response to trafficking develops over the grant period.

The Children's Advocacy Centers of Georgia (CACGA) will be contracted to serve as overall support and oversight, and may sub-contract with Children's Advocacy Centers throughout the state. The Coordinators will be employed by and report directly to the CACGA and through the Statewide Child and Youth Care Coordinator.

This is an equal opportunity employment process. Employment and compensation terms may vary by region.

#### **Education and Experience**

This position requires a minimum of an undergraduate degree; a Master's Degree or two (2) years of demonstrated success in a similar position is preferred. The person in this position should possess aptitude to sustain and cultivate relationships with community and multi-disciplinary team partners. Preferred experience includes work with the CAC/multi-disciplinary team model and working with child abuse intervention, DFCS, Law Enforcement, DA's office and Department of Juvenile Justice. This position requires substantial knowledge of CSEC, child abuse, investigative protocol, both individual and system-level coordination and collaboration, sexual abuse and exploitation dynamics, and/or willingness to receive training.

## **Travel**

Reliable transportation is necessary for this position and the individual must be willing to travel throughout the region, as well as the state as needed. Reimbursement for travel expenses will be provided by CACGA through the above listed grant funding. Travel will be reimbursed at the government approved rate and require appropriate documentation.

## **Essential Duties and Responsibilities**

### *Case Management and Coordination*

- A. Coordination of services and response to holistically meet the individual needs of child trafficking victims – i.e. counseling, mentorship, housing, support groups, healthcare, education assistance, etc.
- B. Coordinate investigative services following identification – schedule forensic interview and forensic medical exam.
- C. Collaborate with multi-disciplinary team (MDT) and partners to examine and enhance current trafficking victim identification and response protocols; examine capacity to build rapid response protocols.
- D. Support, establish, facilitate or participate in case review/MDT meetings for trafficking victims to develop and monitor service plans.
- E. Document ongoing statuses and track victim progress throughout the investigative and service intervention process.
- F. Provide ongoing communication and follow-up with partner agencies.
- G. Assist the CAC and other identified agencies with implementation of evidence-based victim assessment tool.
- H. Examine CAC after-hours plan to increase emergency interview availability for DFCS, Law Enforcement and federal partners if needed.
- I. Communicate with our Georgia CAC to confirm intensive case management services.

### *Training and Community Outreach*

- A. Build and sustain existing relationships with all possible entry points for trafficked youth.
- B. Work with the multi-disciplinary team (MDT) to examine gaps in response protocols and enhance training and screening/assessment policies.
- C. Identify, foster, and maintain partnerships with community resources to build out a continuum of care for victims.
- D. Identify current and potential training partners within MDT and community; work together to conduct trainings and increase regional training capacity and consistency.
- E. Expand human trafficking training, and outreach to rural, underserved areas.
- F. Provide ongoing training and technical assistance to CAC staff to improve identification and case tracking using internal COLLABORATE case management software.

### Advocacy

- A. Conduct or assist in utilizing assessment tool to identify trafficking.
- B. Provide immediate case management as needed and assist in urgent service referrals including placement through collaboration with DFCS and LE.
- C. Work collaboratively with existing Victim/Family Advocate program to provide advocacy services as needed for high-risk and trafficking victims referred to the CAC.
- D. Conduct follow-up with victim/family or identified victim service provider to ensure ongoing youth voice in case planning and service delivery.
- E. Ensure youth is connected to a long-term support person – mentor, advocate.
- F. Provide or assist in safety planning as needed and assess the need for trauma-informed crisis intervention services with identified victims to decelerate effects of trauma.

### Statewide Collaboration

- A. Attend and participate in all in-person and conference call meetings with Regional Child and Youth Trafficking Coordinators and other statewide and regional training and networking opportunities.
- B. Work with CACGA and its Advisory Board to coordinate collection of data and ensure information is submitted.
- C. Perform all other duties related to child and youth trafficking response as assigned to them by the Statewide Coordinator. Duties may evolve as the local response to trafficking as needed.