



Our Future Starts
With *you!*

POSITION: Human Trafficking Services Coordinator (HELPS)

DEPARTMENT: Albany County Crime Victims and Sexual Violence Center

SALARY: \$54,323

WORK LOCATION: 112 State Street, Albany, NY 12207

HOURS: 8:30AM-4:30PM

Some weekend/night availability. Will have to assist with covering 24/7 Sexual Assault Hotline.

BENEFITS:

- ▶ Paid Time-Off
- ▶ Tuition Reimbursement
- ▶ NYS Retirement
- ▶ Health, Dental, Vision and Hearing
- ▶ Employee Assistance Program

DESCRIPTION:

Are you passionate about supporting vulnerable youth and making a lasting impact in your community? We're seeking a dedicated Human Trafficking Services Coordinator to lead and deliver trauma-informed services through the Safe Harbour program. This role offers a meaningful opportunity to work with at-risk and trafficked youth, provide community outreach, and collaborate with local partners to build a safer community.

MINIMUM QUALIFICATIONS: *EITHER*

- A. Graduation from a regionally accredited or New York State registered college or university with at least a Bachelor's Degree in criminal justice, gender studies, human services, psychology, social work, or closely related degree, AND prior experience working on a crisis hotline, Victim Assistance Program, or other related human services agency as a staff member or volunteer; OR,
- B. Graduation from a regionally accredited or New York State registered college with an Associate's Degree in criminal justice, gender studies, human services, psychology, social work, or closely related degree AND either two years of advocacy experience or at least 500 hours of volunteer experience at a Rape Crisis Center or Victim Assistance Program.

SPECIAL REQUIREMENTS:

- 1. Eligibility for and possession of a New York State driver's license at time of appointment.
- 2. Successful clearance of the required Suitability Determination (Background investigation is conducted by the appointing authority.)

POINT OF CONTACT FOR INQUIRIES:

Kendra Wall—Deputy Director
Kendra.wall@albanycountyny.gov

Candidates will not have to take an exam for this title. This is a Hiring Emergency Limited Placement (HELP) Program-designated title. The HELP Program is a temporary program designed to help local government employers address current staffing issues. Traditionally, the titles filled under the HELP Program required job candidates to compete in a competitive exam to be considered for employment. For the duration of the program, this title will be classified as non-competitive and categorized as a "HELP Program" position. At the close of the program, this position will revert to competitive class status. Employees occupying positions filled through the HELP Program will be granted competitive class status without the need to participate in a competitive exam.

