



Our Future Starts
With *you!*

POSITION: Community Education Coordinator (District Attorney)

DEPARTMENT: Albany County Office of the District Attorney

SALARY RANGE: \$52,000-\$54,000

WORK LOCATION: 6 Lodge Street, Albany, NY 12207

BENEFITS:

- ▶ Generous Paid Time-Off
- ▶ NYS Retirement System
- ▶ Work-Life Balance
- ▶ Health, Dental, Vision and Hearing
- ▶ Tuition Reimbursement
- ▶ Public Service Loan Forgiveness

DESCRIPTION:

Under the direction of the Chief of Staff, the incumbent is responsible for developing, coordinating, and delivering education on Intimate Partner Violence (IPV) prevention to the community. This includes coordinating prevention education strategies within the department. The individual will research and prepare materials related to the prevention of interpersonal violence. Additionally, the individual will create written materials and educational training sessions for seniors in the community, focusing on topics such as fraud prevention, elder abuse, and prescription management. They will also present information on sexual assault and intimate partner violence prevention to community members and organizations. Does related work as required.

MINIMUM QUALIFICATIONS: EITHER:

- A. Graduation from an accredited college or university with at least a Bachelor's Degree in a human services-related field and two (2) years of human services-related experience; *OR*,
- B. Graduation from an accredited college or university with at least an Associate's Degree in a human services-related field and four (4) years of human services-related experience.

SPECIAL REQUIREMENT:

- Possession of a valid New York State driver's license at the time of appointment and throughout employment;
- Successful clearance of the required Suitability Determination. (Background investigation is conducted by the appointing authority.)

Please upload a resume with this application.

POINT OF CONTACT FOR INQUIRIES:

jennifer.aguila@albanycountyny.gov

