GRYPHON PLACE 2-1-1
Helping those in conflict and crisis

Job Posting

Job Title: Youth Conflict Resolution Specialist
Job Status: Part-time, Seasonal, Non-exempt, & Hourly

STATEMENT OF THE JOB

Responsible for implementing the Peer Mediation and Restorative Justice Program, which is a school-based conflict resolution program that is coordinated in elementary, middle, and high schools. Responsibilities include, but are not limited to, overseeing student peer mediators, implementing restorative justice procedures, training student peer mediators, managing and resolving conflict with students. Will be working 2-3 hour shifts, up to five days per week, working with students in school setting.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Responsible for the implementation and outcomes of the program
- Document student agreements and complete follow-up tasks in a timely and organized fashion
- Provide outcomes data for mediations and follow-ups
- Supervise student peer mediators during mediations
- Assess severity of cases to determine when restorative justice is needed
- Work effectively with school staff
- Effectively promote the use of the program within assigned schools
- Assess severity of cases to determine 211/Helpline referrals and/or referrals to counselors
- Effectively manage group of students independently
- Process intakes

REQUIREMENTS

- High School Diploma/GED
- Must complete Peer Mediation and Restorative Justice Program training (Schedule to be determined)
- Must have reliable transportation
- Must be available during some school hours (7:00-3:00)
    - September 2016 – June 2017 Commitment

KNOWLEDGE / SKILLS / ABILITIES

- Ability to work effectively with youth
- Excellent organizational and record keeping skills
- Ability to organize and prioritize cases
- Training and facilitation of student peer mediators
- Ability to work independently and exercise judgment
- De-escalation skills
- Problem solving skills

Apply with resume and cover letter by Friday, July 15, 2016:

Mail:
Attention: Erin Lambeth
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269-381-0935

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