

Job Title: Support Group Facilitator

Mai Family Services

To apply, please contact:
STOPinfo@maifamilyservices.com



This position is a PAID, contract position for the duration of the grant starting April 1, 2017.

Job Summary

Mai Family Services is a community-based not-for-profit organization which, for over 30 years, has provided assistance to South Asian families and individuals in need. Our mission is to provide confidential and professional intervention services as well as promoting awareness of mental health issues, domestic violence and other issues through community education and outreach.

The Empowerment Program is offered by Mai Family Services as part of a STOP Grant from the state of Michigan to offer tools to survivors of domestic/sexual violence that will lead them to self-sufficiency. This position is responsible for developing and conducting a support group program.

Essential Duties

Working with a co-facilitator, provide support and/or assistance to survivors of domestic violence by creating a safe, respectful, and healthy space for healing. Create opportunities for survivors to foster personal growth and development, enhance individual empowerment, increase awareness of domestic violence issues, and heal from their experiences. This includes facilitating/co-facilitating journaling, art activities, and open discussions on topics related to domestic violence, and providing education on domestic violence and healthy, positive relationships.

Major responsibilities include:

- Before and after Support Group Meetings, consult with the co-facilitator to share information on session goals and outcomes. Before Support Group Meetings, assist in preparing curriculum/projects.
- Consistently be available to facilitate/co-facilitate during Support Group Meetings.
- Create a safe, respectful, and healthy space for healing by building trust and a sense of community within the group, managing speaking time, and effectively balancing the diverse needs of group members.
- Engage in active and respectful listening, and interact with warmth, compassion and empathy. Interact with sensitivity to the needs of individuals affected by trauma. Connect with the Supervisor once a week to share information on the experience.
- Work in compliance with all legal requirements, and organizational and departmental policies, procedures and standards. Complete all required documentation within requested time frames. Maintain Counselor/Victim Privilege of Confidentiality as legally required under current State of Michigan legislation.
- **Mandatory:** Immediately report to a supervising employee, the Supervisor, and/or the Director, any known or suspected instance of child abuse/neglect, elder abuse, and dependent adult abuse.

Minimum Qualifications (Knowledge, Skills and/or Abilities Required)

- Bachelor's degree required; Master's degree and LISCW preferred
- One year or more of personal/professional, paid/unpaid experience in group facilitation and/or crisis counseling.
- Demonstrated interest in, and a commitment to, continuous learning about domestic violence and the needs of victims/survivors.
- High level of emotional intelligence, maturity, and empathy, and a nurturing personality.
- Ability to be non-judgmental, open, honest and calm, and maintain professional boundaries.
- Ability to listen actively and respectfully, and respond with warmth, compassion and empathy.
- A flexible nature; the ability to respond effectively to changing group environments and dynamics.
- Ability to work as a member of a team, be open to feedback, and seek guidance, direction and input from others.
- Ability to practice cultural humility, i.e. maintain an interpersonal approach that is other-oriented in relation to aspects of cultural identity that are most important to the person.
- Ability to work with/support individuals from diverse cultural and socio-economic backgrounds.

Supervision Received: Coordinator of Grant, Program Manager and/or Program Assistant

How to Apply

Please e-mail a cover letter detailing your relevant experience and resume to STOPinfo@maifamilyservices.com indicating "**Support Group Facilitator**" in the subject line. We will accept applications and interview candidates on a rolling basis until the position is filled.

Please note: As a part of our hiring process, a confidentiality agreement must be signed and a background check will be performed for the potential candidate.