



Victim Crisis Response Program Coordinator
Part-time Grant-Funded

Six Fox Valley Police Departments are seeking a ¾ time employee to fill a grant-funded position coordinating and managing the Victim Crisis Response program. The position entails recruiting, training and scheduling volunteers, managing and renewing the annual grant, markets the program to potential funding sources and solicits donations. Educational requirements include a high school diploma with a post-high school degree preferred. Experience and training preferences include crisis intervention, social service program development, management, facilitations or non-profit program direction. Preferred skills include effective oral and written communications, facilitation of meetings, interpersonal and problem solving skills and office organizational skills. As well as working effectively with a large number of volunteers, the candidate will be required to coordinate activities with coordinators from the six law enforcement agencies (Cities of Appleton, Kaukauna, Menasha, Neenah and, Towns of Grand Chute, and Menasha) and report to an administrative oversight committee. Wage and benefits are negotiable within the scope of the grant. Applications must be received by Friday, October 17, 2008 at 3:00 PM at Neenah City Hall, 211 Walnut Street. Applications can be obtained at Neenah City Hall or on the city's web site www.ci.neenah.wi.us. Resumes are welcome along with the city application. For further information contact:

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Equal Opportunity Employer