

Accreditation and Outreach Specialist Full-Time Position

The Ohio Network of Children's Advocacy Centers (ONCAC) is currently seeking to fill a full-time position of Accreditation and Outreach Specialist.

ONCAC's mission is to promote the establishment and success of Multidisciplinary Teams and Children's Advocacy Centers by providing support, education, and networking opportunities to enhance Ohio's response to child abuse. We are an association comprised of 26 accredited and 14 developing local children's advocacy centers (CACs) serving children throughout Ohio and the local professionals investigating and treating child sexual abuse.

The Accreditation and Outreach Specialist will provide ongoing technical assistance in developing and executing training and other learning opportunities to ONCAC member centers, as well as relevant community partners. This position will provide ongoing support to ONCAC member centers seeking accreditation and reaccreditation and provide guidance and expertise in this area. This position will also aid in assessing member centers' needs related to meeting NCA's core standards and facilitating the process of meeting compliance measurements. This position will maintain an ongoing calendar of members who are up for accreditation and reaccreditation and maintain regular contact with member centers during this process.

Primary Duties:

- Assist in development and execution of relevant training to membership centers and relevant community partners.
- Represent ONCAC at public and community events across Ohio and provide information to the general public on ONCAC and the CAC model.
- Develop and regularly update calendar of upcoming accreditation site reviews and visits.
- Coordinate regular accreditation support meetings and calls.
- Assist in assessing and preparing membership centers for accreditation site reviews.
- Provide ongoing assistance and support to membership centers before, during, and after site review.
- Enhance practice and service delivery through relevant cooperative partnership with ONCAC staff.

Relevant Qualifications and Experience:

- Solid understanding of the CAC model and practice.
- Solid understanding of NCA's Core Standards for CACs.
- Demonstrated public speaking ability.
- Experience in facilitating meetings or large group projects in online formats.
- At least two (2) years' experience in direct service role in accredited CAC or working closely with CAC staff as an MDT member.
- Creation, development, and execution of staff training sessions.
- Experience in navigating the digital space is crucial to this position.
- Attention to detail and understanding of Microsoft 365 products preferred.
- Possess a drive to be an integral part of positive change.

This Accreditation and Outreach Specialist position is considered full-time at 40 hours a week and includes a benefits package in addition to a solid salary. Remote individuals shall be considered.

Interested applicants can send resume to oncac@oncac.org. Applications shall be reviewed on a rolling basis and be considered until the position is filled. No phone calls please. EEO