



# Children's Advocacy Centers of Georgia

## CACGA Statewide CSEC Response Team Regional Child and Youth Care Coordinator Job Description

### General Job Description

Children's Advocacy Centers of Georgia (CACGA) Statewide CSEC Response Team is a multi-year project administered by the Criminal Justice Coordinating Council (CJCC). The mission of the CACGA Commercial Sexual Exploitation Response (CSEC) Team is to serve as the central point of contact for victims of Commercial Sexual Exploitation of Children (CSEC) and the agencies that support them, for a more coordinated and effective system response to commercial sexual exploitation.

Our Response Team provides direct services for victims of CSEC in the form of assessment, intensive case management, and advocacy; and facilitate training and outreach to help build infrastructure and community capacity.

The Regional Child and Youth Care Coordinator provides case management services to CSEC victims and serves as a liaison with law enforcement partners, judicial partners, and victim service partners in the assigned regional area. Each region in Georgia possesses its own unique set of resources and needs; the daily responsibilities and duties of this position will vary statewide and may evolve as the local response to trafficking develops over the grant period.

Regional Child and Youth Care Coordinators are employed by CACGA and report directly to the Statewide Child and Youth Care Coordinator.

This is an equal opportunity employment process. Employment and compensation terms may vary by region. Bilingual applicants are STRONGLY encouraged to apply.

### Education and Experience

This position requires a minimum of an undergraduate degree. A Master's Degree is preferred. The person in this position should possess aptitude to sustain and cultivate relationships with community and multi-disciplinary team partners. Preferred experience includes proficient knowledge of the CAC/multi-disciplinary team model, child abuse intervention, DFCS, Law Enforcement, DA's office, and Department of Juvenile Justice. This position requires substantial knowledge of CSEC, child abuse, investigative protocol, both individual and system-level coordination and collaboration, sexual abuse and exploitation dynamics, and/or willingness to receive training.

### Travel

Reliable transportation is necessary for this position and requires 20-25% travel throughout the region, as well as the state as needed. Some overnight travel is required. Reimbursement for travel expenses



# Children's Advocacy Centers of Georgia

will be provided by CACGA. Travel will be reimbursed at the government approved rate and require appropriate documentation.

## Benefits

Benefits include Insurance, retirement, paid vacation, sick and holiday leave, and a hybrid work environment. Additional benefits and salary terms will be discussed upon interview.

CACGA qualifies as a Public Service Loan Forgiveness Agency.

## Essential Duties and Responsibilities

### Case Management and Coordination

- A. Coordination of services and response to holistically meet the individual needs of child trafficking victims – i.e. counseling, mentorship, housing, support groups, healthcare, education assistance, etc.
- A. Coordinate investigative services following identification – schedule forensic interview and forensic medical exam.
- B. Provide feedback to the Statewide Care Coordinator on current trafficking victim identification and response protocols.
- C. Support, establish, facilitate or participate in case review/MDT meetings for trafficking victims to develop and monitor service plans.
- D. Document ongoing statuses and track victim progress throughout the investigative and service intervention process. Maintain up-to-date documentation for the duration of an open case.
- E. Provide ongoing communication and follow-up with partner agencies.
- F. Be knowledgeable of regional CAC after hours plans.
- G. Analyze case information gathered from MDT partners to make case determination regarding CSEC victimization.
- H. Communicate with regional CACs to confirm intensive case management services.

### Training and Community Outreach

- A. Build and sustain existing relationships with all possible entry points for trafficked youth.
- B. Work with the multi-disciplinary team (MDT) to examine gaps in response protocols and enhance training and screening/assessment policies.
- C. Identify, foster, and maintain partnerships with community resources to build out a continuum of care for victims.
- D. Identify current and potential training partners within MDT and community; work together to conduct trainings and increase regional training capacity and consistency.
- E. Expand human trafficking training, and outreach to rural, underserved areas.
- F. Provide ongoing training and technical assistance to CAC staff to improve identification and case tracking using internal COLLABORATE case management software.



# Children's Advocacy Centers of Georgia

## Advocacy

- A. Conduct or assist in utilizing assessment tool to identify trafficking.
- B. Provide immediate case management as needed and assist in urgent service referrals including placement through collaboration with DFCS and LE.
- C. Work collaboratively with existing Victim/Family Advocate programs and MDT partners to provide advocacy services as needed for high-risk and trafficking victims referred to the CACs.
- D. Conduct follow-up with victim/family or identified victim service provider to ensure ongoing youth voice in case planning and service delivery.
- E. Ensure youth is connected to a long-term support person – mentor, advocate.
- F. Provide or assist in safety planning as needed and assess the need for trauma-informed crisis intervention services with identified victims to mitigate the effects of trauma.

## Statewide Collaboration

- A. Attend and participate in all in-person and conference call meetings with Regional Child and Youth Trafficking Coordinators and other statewide and regional training and networking opportunities.
- B. Work with CACGA and its Advisory Board to coordinate collection of data and ensure information is submitted.
- C. Perform all other duties related to child and youth trafficking response as assigned to them by the Statewide Coordinator. Duties may evolve as the local response to trafficking as needed.

