

FAMILY VIOLENCE SUPERVISOR

DEFINITION

Under general direction, this is a first line supervisor for the staff of the District Attorney's Family Violence program; develops, implements and maintains program practices and procedures in conformity with District Attorney policy and applicable laws or regulations; as needed performs direct services for both victims and perpetrators of family violence; performs related duties as required.

EXAMPLES OF DUTIES

Supervises assigned staff including effectively recommending personnel actions on hiring, probationary retention, discipline and adjustment of grievances; conducts performance evaluations; assesses staff training needs, conducts on-the-job training and recommends formal training to address those needs; performs intake assessments to assist in making prosecution/prosecution diversion decisions and referrals to appropriate community resources providing needed supportive or treatment services for victims, victim/perpetrators, family members and perpetrators of domestic abuse; provides counseling, information and related supportive services for victims to enable their effective participation in the criminal justice system; develops and refines procedures to monitor and manage domestic violence perpetrators and victims; insures adequate victim assistance; consolidates and/or coordinates court processes and case information; performs as the liaison with and trainer for law enforcement, treatment services, victim assistance, victim advocacy and other relevant agencies; provides staff support to the Dane County Coordinated Community Response Task Force; make domestic abuse statistical reports for the State of Wisconsin pursuant to sec. 968.075(9), Wis. Stats; and provide other written or verbal reports as requested.

EMPLOYMENT STANDARDS

Education and Experience: A bachelor's degree in a behavioral science or human services field and three years of professional social work or closely related experience of which one year must have involved domestic abuse victims and perpetrators including substantial contact with a prosecuting agency. A master's degree in a relevant field will be substituted for one year of the required social work experience. Prefer supervisory experience.

Knowledges and Abilities: Understanding of human growth and behavior. Knowledge of current socioeconomic problems and the ways these problems affect families and individuals. Knowledge of criminal justice system. Good working knowledge or ability to acquire same of community health and welfare resources including how to utilize these resources for domestic abuse victims and families. Considerable knowledge and skill in counseling techniques.

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Knowledge of complex factors involved in domestic abuse. Ability to plan and organize work to most effectively achieve program objectives. Ability to relate to people in an unprejudiced, understanding and empathetic manner. Ability to develop and maintain data/statistical gathering methodology to validly measure program effectiveness. Ability to work in close cooperation with persons involved in advocacy, prosecution and corrections. Supervisory and student field placement coordinative ability.

Licenses and Other Requirements: Possession (or eligibility for) a valid Wisconsin driver's license and access to personal transportation.

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