COVID-19 Vaccination & Documentation Requirement
In accordance with Allegheny County policy, as of August 9th, 2021, all prospective external applicants and re-hires who have received a written conditional offer of employment will be required to either be fully vaccinated or have at least one shot of a two-shot series before beginning work, providing documentation of the COVID-19 Vaccination. Any employee who does not receive the second shot within 30 days will have their probationary employment terminated. Allegheny County will allow for medical and religious exemptions from the requirements in accordance with state and federal law.

Per the CDC, people who are considered fully vaccinated are those who are:
- 2 or more weeks after their second dose in a 2-dose series, such as Pfizer or Moderna vaccines or
- 2 or more weeks after a single-dose vaccine, such as Johnson & Johnson’s Janssen vaccine

If you do not meet these requirements, you are NOT deemed fully vaccinated.

No applicant may begin employment until COVID-19 Vaccination Documentation is received by Allegheny County, and the applicant has been made a final offer of employment pursuant to meeting all hiring considerations.

Nature of Work/Overview:
The Allegheny County Health Department’s Office of Violence Prevention (OVP) is hiring one full-time grant-funded Violence Interrupter Coordinator. Supervised by the OVP Program Manager, this role will provide conflict mediation services and serve as a conduit between program participants and the program’s Outreach Worker. They will be the point of contact for the participants associated with this program in various organizations and facilities. Other responsibilities include: 1) building and nurturing relationships with identified high-risk individuals in the Wilkinsburg, Homewood and surrounding communities to reduce community violence, and 2) working in partnership with the full-time Violence Interrupter(s). The primary aim is to facilitate the process by which potentially violent individuals learn to think differently about violence and to change their behaviors accordingly.
**Minimum Requirements:**
- Minimum High School Diploma and/or GED
- No pending criminal cases and no prior domestic violence, sexual assault, or child abuse convictions
- Experience working with at-risk youth and adults
- Previous experience working in Allegheny County communities using evidence-based violence prevention models (e.g., Cure Violence)

**Duties and Responsibilities**

**Administrative Responsibilities**
- Enter summaries/data of programmatic and participant activities into database(s).
- Clerical support for OVP advisory council meetings and events.
- Attend 1-on-1 supervision meetings, staff/strategy meetings, trainings, and plan/facilitate daily briefings.
- Document all conflict mediations in the Cure Violence database.
- Document shootings and other acts of violence that are potentially prevented
- Other miscellaneous duties as assigned.

**Participant Support/Community Engagement**
- Develop relationships with local providers to ensure seamless links to high-quality resources for participants such as employment and educational opportunities, substance use treatment, housing, mental and behavioral health services, and domestic violence services.
- Identify needs of participants and other high-risk individuals, connect them to appropriate resources, and following up to ensure success.
- Develop and distribute CVAC educational materials, brochures, and messaging throughout priority communities.
- Participate in, and help organize responses to shootings—increasing program visibility after shootings/killings take place
- Conduct outreach to the community (individually, and as a team member) to build strong relationships with youth, residents, businesses, and community groups

**Violence Interruption**
- Overseeing deliverables of Violence Interrupter.
- Mediate conflicts between individuals and/or groups.
- Canvass the community regularly to build rapport with high-risk individuals.
- Identify community "hot spots" for shootings and violence in the target area.
- Participate, as necessary, in organizing responses to shootings and increasing visibility when shootings/killings take place, including developing networks with other outreach program workers to coordinate an inclusive and strategic response.
- Work with the community and other outreach programs to gain information that may be helpful in preventing violence.

**Required Skills:**
- Ability to work independently
- Ability to build rapport and trust with youths and within priority communities
- Ability to intervene in circumstances in which violence is likely, including possible retaliation
- Ability to show initiative in shooting responses
- Knowledge of the street sets, crews, gangs and or groups
- Willingness to work outdoors in inclement weather (e.g., rain, snow and hot days)
- Willingness to work nights, evenings and weekends
- Familiarity with OVP’s priority geographic areas
- Able to obtain required clearances (Act 33, Act 34 and FBI).
- Must be competent with computer programs (e.g., Microsoft Office, etc.) and able to navigate social media
- Ability to multi-task
- Strong (written and verbal) communication skills
- Strong organizational skills and attention to detail
- Meeting facilitation experience
- Valid Pennsylvania driver’s license, insurance, clean driving record, and reliable transportation.

**Compensation**
Rate: $20.00/hr

**How to Apply:**
Interested candidates should send a resume and cover letter to Ross Watson, Violence Prevention Program Manager, at Ross.Watson@alleghenycounty.us.

*Please note that this is a contract-only position hired through a temporary staffing agency. Benefits, including health insurance, are available through the contracting agency. Although the individual will be working on projects for the Allegheny County Health Department under the supervision of Allegheny County Health Department staff, the individual will not be hired as a County employee or be eligible for County Benefits.*