

November 11, 2022

Position: Training and Outreach Director
Position Type: Full-Time, Exempt, Salary in the low 40k's

The Training and Outreach Director position is a full-time, exempt, supervisory position in the low 40k's. In addition, we are currently offering a \$1,000.00 sign-on bonus – with \$250 provided at time of hire. Turning Point of Lehigh Valley offers health, dental, vision, 401K, life and disability benefits.

Primary responsibilities of this position include oversight and coordination of Turning Point's training sessions for community groups and various professionals, new staff & volunteers, and coordination of community awareness initiatives. Requires the ability to inclusively and effectively present trauma informed information to a range of audiences through a variety of methods. This position manages legal, regulatory, and contractual compliance, ensures timely and accurate data gathering and analysis to improve Turning Point's services, and collaborates with other community agencies to promote the mission of Turning Point.

We are looking for a candidate who has a minimum of three years' relevant work experience which includes training and communications, preferably in victim's services, or related field. A minimum of two years' supervisory experience with a working knowledge of human resource management principles. Bachelor's Degree in public health, social work, education, or a related field is preferred. Must be adept at client database management. Preferred candidates will be fluent in English and another language. Must have reliable transportation and a valid driver's license.

Submit a letter explaining why you want to join our team and a resume to
hr@turningpointlv.org

Turning Point of Lehigh Valley is an Equal Opportunity Employer