



Post Office Box 309, Boonville, NC 27011  
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 Serving: Davie, Stokes, Surry, and Yadkin Counties

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<b>To:</b>	<ul style="list-style-type: none"> <li>• Interested Persons</li> <li>• N.C. Works (ESC)</li> <li>• Local YVEDDI Service Centers</li> <li>• Surry Community College</li> </ul>
<b>From:</b>	Kathy Payne, Executive Director <i>Kathy Payne</i> Linda Trivette, Domestic Violence/Sexual Assault Program Director
<b>Date:</b>	September 12, 2019
<b>Re:</b>	<b>JOB VACANCY</b>
<b>Position Title:</b>	<b>Domestic Violence/Sexual Assault Program Coordinator</b>
<b>Location Address:</b>	117 South Jackson Street, Yadkinville
<b>Work Schedule:</b>	Generally, M-F, 8:00-4:30 PM, with some evening and weekend work
<b>Wage Range:</b>	\$13.25 – \$15.91 per hour
<b>Starting Date:</b>	Immediately
<b>Job Objective:</b>	To provide safety, supportive services, and advocacy to victims of domestic violence and sexual assault. Follow up with victims to determine current status, needs, and developing plans of action. Through scheduling, ensure coverage is provided for 24-hour crisis hotline to address urgent and immediate needs, i.e. safety, shelter, temporary housing, law enforcement, telephone, and medical assistance. Monitor procedures to ensure compliance with grant guidelines.
<b>Education Requirements:</b>	Experience in related field or minimum of a two-year degree. Computer skills are a must.
<b>Close Out Date</b>	Until filled
<b>Contact:</b>	Qualified applicants should email Domestic Violence Director Linda Trivette at <a href="mailto:ltrivette@yveddi.com">ltrivette@yveddi.com</a>  Employment Application available for download at <a href="http://www.yveddi.com">www.yveddi.com</a>

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