



Are *YOU* ready to make a real difference in our community? The **Caseworker** of A Better Way's emergency shelter will be responsible for providing support services to the survivors and secondary survivors of domestic violence and sexual assault while staying at A Better Way.

A Better Way provides shelter and services for victims of domestic violence and sexual assault, a Rape Crisis Center, advocacy, individual trauma-informed counseling, support groups, transitional housing, rapid rehousing, a 24-hour crisis line for persons in any crisis, education and referrals, a suicide hotline, teen dating violence and domestic violence prevention programs, and a check-in call service for elderly or disabled homebound persons.

This position is part-time and is located in Muncie, Indiana.

Availability on evenings and weekends strongly preferred.

Duties and Responsibilities:

- Provide various forms of direct services over the telephone and in person for survivors of domestic violence and sexual assault, both residential and non-residential.
- Assist clients through emotional support, advocacy, and other supportive services.
- Complete narratives, clerical paperwork, and other forms of documentation relating to all client work.
- Answer and handle incoming crisis and suicide calls.
- Conduct intake interviews with clients to assess needs.
- Offer referrals to additional services as needed.
- Transport clients and their children for intakes and other essential transportation.
- Attend staff meetings and in-service training as required.
- Maintain building security as per agency policies and procedures.
- Assist in sorting donations and house management duties including light office cleaning.
- Perform other duties as assigned.

Education and Experience:

- High school diploma or equivalent is required.
- Two years of relevant job experience is required, but may be substituted with a Bachelor's Degree in social work, human services, or a related field.
- Demonstrated knowledge of how to work with victims of sexual assault and domestic violence is required.
- Proven ability to utilize and provide emergency coping skills for yourself or others is required.
- Strong working knowledge of community resources is preferred.
- Effective verbal and written communication skills are required.
- Must have a valid driver's license and auto insurance.

- Working knowledge of computers and systems is required, including and not limited to, Microsoft products such as Word, Excel, Outlook (or similar product knowledge).
- High level of confidentiality and professionalism are required.
- Bilingual skills are a plus.

The minimum salary for this position is \$18.00/hour.

Candidates should submit the applications to our website [HERE](#)

OR

Email resume to contact@abwservices.org. Please include “Caseworker” in the subject line.

A Better Way is an equal opportunity employer, and all qualified applicants will receive consideration for employment. A Better Way Services, Inc. does not discriminate on the basis of race, color, sex, sexual orientation, gender identity, age, disability, national origin, socio-economic status, religion, or any other basis prohibited by federal, state, or local laws.