



Center for Dispute Resolution and Restorative Justice

Restorative Justice Specialist

The Opportunity

The Restorative Justice Specialist is an innovative and exciting position for an energetic professional interested in delivering restorative justice services and programming in southern Oregon. The position of Restorative Justice Specialist is an entry level position with expectations for development and potential advancement.

Description of Duties

The Restorative Justice Specialist will work as part of a team of practitioners to provide training, consultation, and service delivery to support the implementation and application of restorative justice within schools, criminal justice, and community settings. This position will be responsible for providing direct service to those who have been impacted by crime or wrongdoing, including offenders, victims, families, school staff, community members and other key stakeholders.

Resolve Restorative Justice Specialists facilitate youth offender competency development classes, bullying intervention and conflict resolution programs. These programs provide accountability coaching to youth who have caused harm and provide support to victims and others impacted, identifying their needs and empowering them in the justice/discipline process. The Restorative Justice Specialist must have a strengths-based and trauma-informed approach and philosophy when working with all people.

The Restorative Justice Specialist may be part of a team that delivers restorative justice trainings at implementation sites and within the community. Training may also include modeling and providing on-site support and coaching to staff and partners at implementation sites in community building activities and restorative interventions.

As part of service delivery, the Restorative Justice Specialist assists with program activities including case tracking, dialogue scheduling, and data tracking and recording for service reports.

Required Skills/Experience

- Bachelor's degree or a two-year degree in a related field, or equivalent experience
- Self-starter, initiator, strong professional boundaries, ability to multi-task, and see projects to completion
- Ability to facilitate difficult conversations with youth and adults
- Excellent oral and written communication skills, including public speaking and presenting
- Computer literacy
- The ability to work effectively across cultures as well as sectors, celebrating and incorporating the gifts that diversity brings to our work, our lives, and our practice
- Flexibility, humility, and a sense of humor

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Physical Demands

- Must be able to travel to work locations across southern Oregon region
- Must be able to help transport supplies (such as manuals, charts, easels, laptops) to various work locations

Preferred Skills/Experience

- Bilingual (Spanish/English)
- Experience facilitating restorative dialogues and implementing restorative justice
- Experience facilitating groups and trainings
- Experience working in a K-12 educational and/or juvenile justice setting
- Completion of basic mediation training, according to the standards set by the Oregon Judicial Department for Civil Mediators. If the candidate does not have this training, the candidate should be prepared to complete it within the first year of hire.
- Candidate must also complete the Restorative Justice Facilitator Training or equivalency within the first year of hire.

Other Duties as Assigned

About Resolve

Founded in 1990, Resolve serves southern Oregon communities by helping people manage conflict through mediation, restore harmed relationships and communities through restorative justice, and advance peace through education and training.

Resolve transforms the way the diverse people and communities of southern Oregon manage and resolve conflict and repair from harm.

Resolve's **restorative justice programs** work in partnership with juvenile justice and youth corrections with at-risk youth, crime victims, community members, and those impacted by juvenile crime. Restorative justice practices are brought to regional K-12 schools to help maintain a safe learning environment by strengthening relationships and teaching how to repair them when harm is done. Student bystander empowerment and bullying intervention education, and restorative justice implementation are all part of Resolve's school based education programs and services.

Each year Resolve produces professional level **trainings and seminars** open to the public and an in-depth Fundamentals of Mediation course that provides individuals with the education required to work as civil mediators.

Resolve's **mediation services** include dispute resolution in areas of family relations, schools, property, workplace, neighbor-to neighbor, landlord/tenant, and foreclosure avoidance facilitation. In addition, Resolve provides mediation in partnership with the Jackson County Circuit Court, for small claims and FED (Forcible Entry and Detainer) eviction proceedings.

Beautiful Southern Oregon

Medford is situated in the heart of southern Oregon's beautiful Rogue River Valley, just off of Interstate 5 and about 27 miles north of the California-Oregon border. Pear orchards bloom profusely in the spring, surrounded by snow-capped peaks still white with the last snows of winter. The summers are very warm and fall colors are beautiful. Few places in Oregon combine scenic beauty, outdoor recreation, historical, and cultural attractions more successfully than

southern Oregon. Medford and the neighboring towns, including Grants Pass, Ashland, and Jacksonville bring world-class arts, fine wine, and a friendly welcome.

Requirements for Employment

Criminal background check
Valid Oregon driver's license
Drug test may be required

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| Status | Salary Exempt, Full Time (.9 FTE) |
| Salary | \$36,000 |
| Benefits | 10 paid holidays annually, generous ETO, health insurance |
| Time Commitment | Monday-Thursday. Occasional evenings, Friday, and weekend work may be required. |
| Start Date | September 21, 2021 (negotiable) |

How to Apply

Submit a single-page cover letter, resume, and a list of four professional references (including contact information). Email your application materials (in the form of clearly labelled PDFs) to Executive Director, contact@resolvecenter.org. In the subject line of the email please type your full name and "Restorative Justice Specialist".

Open until filled. Preference given to applications received before 9 pm, Sunday July 25. **No phone calls please.**

Resolve is committed to building a culturally diverse team of practitioners and strongly encourages applications from minority candidates. Resolve does not discriminate on the basis of race, color, national origin, religion, sex, age, or disability in accordance with Federal and State law. In addition, Resolve does not discriminate based on gender identity or sexual preference.