Prevention Specialist

Advocacy Center for Crime Victims and Children

Position: Prevention Specialist
Job Type: Full-Time, In-Person
Supervisor: Prevention and Education Director
Location: Waco, TX with limited local travel
Status: Non-exempt
Starting Hourly Rate Range: $22.32 - $23.67 (full-time work week is 35.5 hours)
Application Deadline: November 20, 2026

Note: *This position is grant-funded, and its continuation is contingent upon continued grant funding annually.*

General Duties: Under the guidance and oversight of the Prevention and Education Director, the Prevention Specialist will lead community-level sexual violence primary prevention efforts through a solution-oriented approach. This position focuses on developing community partnerships and initiatives that expand economic and leadership opportunities for young women ages 13-24, including mentorship programs, paid internship opportunities, and comparable worth policies. This role requires forward thinking, creating, managing, and networking.

Specific Job Responsibilities:

1. Assists the Prevention and Education Director in the development and implementation of all prevention programming as it relates to solution-oriented approaches activities.

2. Lead the planning, development, coordination, and implementation of community-level primary prevention initiatives that increase leadership and income-generating opportunities for young women ages 13-24, with guidance and oversight from the Prevention and Education Director. This includes identifying next steps, monitoring progress, and following through on assigned initiatives.

3. Identify, connect with, and develop community-level participants and leaders in local neighborhoods and community organizations to support solution-oriented approaches, decrease preventable health differences, and prevent sexual violence.

4. With guidance from the Prevention and Education Director, facilitate community-level prevention initiatives to increase paid internship opportunities and create comparable worth policies for local organizations and businesses.

5. Partner with local organizations, businesses, and community members to conduct assessments and evaluations regarding solution-oriented approaches and sexual violence within the Waco community.

6. Identify, establish, and maintain partnerships with local businesses and community organizations to develop mentorship opportunities that increase leadership and income-generating opportunities for young women ages 13-24

7. Research disparities in health, pay, and leadership opportunities for girls and women within the Waco community

8. Prepare materials for presentations related to mentorship opportunities, internship opportunities, and comparable worth policies. Specifically to increase leadership and income-generating opportunities for young women ages 13-24.

9. Staff an agency booth at community events and provide information about solution-oriented approaches and the prevention of sexual violence.

10. Complete required paperwork after each community meeting and presentation.

11. Create relevant and informational social media content about solution-oriented approaches and other online resources.

Qualifications:

Education:

- Training, experience, and education must support the position.
- A Bachelor's degree in social work, education, psychology, public health, or sociology preferred.

Experience:

- Experience engaging community members and a variety of stakeholders from diverse backgrounds
- Must demonstrate ability to initiate and maintain dialogue with individuals, including children and youth, and organizations with diverse experience and viewpoints, in a variety of settings, and on a wide range of sometimes taboo and uncomfortable topics
- Knowledge of sexual assault with trauma issues related to children, adults, and families
- Experience coordinating projects or initiatives, including planning activities, identifying next steps, and following through on responsibilities

Other skills and requirements:

- Proficiency in Microsoft Office Suite
- Familiarity with social media and content creation
- Demonstrate strong communication, organizational, and problem-solving skills, with the ability to take initiative, work independently and collaboratively, and follow through on assigned responsibilities
- May be required to drive to a variety of locations in the Waco area as need arises and funding allows for which they will be reimbursed.
- English and Spanish fluency is strongly preferred.
- Commitment to the goals, objectives, and values of the Advocacy Center.
- Must be able to pass a criminal background check.
- Must have a valid Texas Driver's License

Application Instructions
If you would like to apply for this position please email the following items to the Executive Director, Aleigh Ascherl, at **aascherl@advocacycntr.org**

1. Cover Letter
2. Resume
3. 3 Professional References