

Title: Contract Forensic Interviewer

Reports to: CAC Director

Status: Per Diem

Site Location: Canandaigua, NY; Geneva, NY; Waterloo, NY

Background:

The Child Advocacy Center (CAC) of the Finger Lakes is funded by the New York State Office of Children and Family Services to provide a multidisciplinary team approach in responding to reports of sexual and physical child abuse in Ontario County. The CAC is a program under the Partnership for Ontario County, Inc.

Qualities:

- Strong team communication skills; including but not limited to forward-looking, competent, inspiring and honest with confidentiality being of utmost importance. Ability to work well with other professionals and strong ability to relate well to children of all ages. Individual must demonstrate sound writing skills and public speaking ability.

Responsibilities:

- Meet with case investigators and caseworkers.
- Conduct forensic interviews, assessments and screenings of children for whom there are allegations of child abuse and/or neglect.
- Conduct interviews according to a nationally recognized model of child Forensic Interviewing protocol. (ie: Gunderson ChildFirst Forensic Interviewing; NCAC Forensic Interviewing; APSAC Forensic Interviewing).
- Dictate, review and sign interview summaries in a timely manner.

This report would include but is not limited to:

- Demographic information of the child
 - Information regarding any observers involved in the forensic interviewing process
 - Referral source, the allegation, the disclosure, and/or the source of suspicions
 - A brief description of development abilities of the child including cognitive and social functioning will be provided
 - Any factual statements made by the child
 - Any interview props used by the interviewer
 - Forensic interview protocols followed through the duration of the interview will be outlined in detail.
 - The conclusion of the report will include the child's ability and understanding regarding rules of the interview and any additional information deemed pertinent by the forensic interviewer. It would further include information regarding consistency of the information provided by the child, idiosyncratic details, peripheral details, discerning factors
 - Any follow up that would be deemed necessary.
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- Meet with family at CAC to address any questions regarding the forensic interviewing process.
 - Attend MDT Case review meetings and present when requested.
 - Provide Case Consultation to any MDT member around forensic interviewing.
 - Provide testimony in criminal court proceedings.
 - Enter case data in CAC data tracking system.
 - The interviewer will participate in no less than 8 hours annually of continuing education training related to child abuse and current trends of forensic interviewing techniques.

CONFIDENTIALITY

All employees of the Child Advocacy Center of the Finger Lakes are held to highest standards of confidentiality and shall observe and require the observance of applicable County, Federal and State requirements relating to the confidentiality of records and information.

Qualifications:

- Show documentation of 40 hours minimum training in a nationally recognized model of child Forensic Interviewing protocol. (ie: Gunderson ChildFirst Forensic Interviewing; NCAC Forensic Interviewing; APSAC Forensic Interviewing).
- Experience in conducting forensic interviews of children preferably in a Child Advocacy Center setting/model.
- Excellent communication and writing skills.
- Ability to openly and respectfully communicate with team members with differing opinions.
- Excellent organizational, problem solving and priority setting skills.
- Skilled at inspiring and motivating other people to seek the best possible outcome for a child.

Other requirements:

- **Valid Driver's license and reliable transportation with current registration, tag and insurance.**
- **Agree to submit to and successfully complete a criminal background check**

Contact: Jennifer Brownell, Program Director at jennifer@cacfingerlakes.org

Resume and three references required.