

Service Opportunity Data Sheet

Mennonite Voluntary Service



Jubilee North – Rochester NY

Position Title: Restorative Practices Program Assistant

Organization/Agency Name: Partners in Restorative Initiatives, Inc. (PiRI)

111 Hillside Avenue
Rochester, NY 14610
585-473-0970
office@pirirochester.org

The Agency

Partners in Restorative Initiatives (PiRI) is a non-profit organization committed to repairing harm and building community through restorative practices. We offer training, facilitation, education and advocacy, and we work in schools, courts and communities. An energetic, effective group of volunteers leads our programs, working closely with our staff.

Restorative Practices include proactive and reactive tools for building relationships, resolving conflict and repairing harm. Peace Circles bring people together—in school classrooms, for example—to build a sense of community and respect, helping to prevent conflicts. Peace Circles can also make it easier to resolve conflicts when they do arise. Community Conferencing is a voluntary process that brings together willing victims, offenders and community members affected by a particular crime or harm, to discuss what happened, how each person was affected, and who needs to do what to make things as right as possible.

Website: www.pirirochester.org

The Job

- Assist Manager of Administration and heads of program areas as needed, with a special emphasis on marketing communications.
- Responsibilities will include basic administrative support, including routine office tasks. Other responsibilities will depend on organizational needs and applicant's background, but may include case intake, co-facilitation and follow-up; outreach to referral agencies; assistance with presentations, trainings, program evaluations, fundraising/marketing, technology or special event coordination.
- Opportunity to work towards PiRI certification as a restorative justice facilitator and/or trainer for Peace Circles and/or Community Conferencing.
- Occasional evening and weekend work may be required.

The Qualifications

- BA or higher or equivalent training/experience in marketing/communications
- Excellent communication skills, both written and oral
- Excellent technology knowledge and skills
- Strong organizational skills
- Ability to work independently and collaboratively
- Commitment to philosophy of restorative justice/restorative practices
- Training and/or experience in social work, peace & justice studies, conflict transformation and/or youth services highly desirable.
- Valid driver's license preferred
- Prior restorative justice/restorative practices training and experience a plus
- Program evaluation training/experience a plus

For more details on the Rochester MVS unit, contact Roger Kurtz at 585-831-6724.

To apply for this or other MVS positions, go to <http://service.mennonitemission.net> and choose "Mennonite Voluntary Service."