



Baltimore Child Abuse Center

Position Title: D.I.V.A.S Volunteer

Supervisor: Training Specialist

Position Summary: D.I.V.A.S. (Developing Inner Values to Acquire Success) is Baltimore Child Abuse Center's mentoring program for female youth ages 12-17. Our 15 week curriculum covers key topics such as self-esteem/empowerment, conflict resolution, communication, personal safety, career goals and community. An ideal volunteer is a caring, attentive, patient, trustworthy and responsible woman that serves as a positive role model and open ear to teenage girls who have experienced sexual abuse/trauma.

Responsibilities & Duties:

- Exhibit genuine concern for the girls' wellbeing
- Establish a judgement-free communication & listening style
- Maintain sensitivity and anonymity at all times
- Be comfortable and able to establish boundaries with the girls in the group
- Be emotionally and mentally stable
- Be able to commit to a 2.5 hour DIVA day (One day a week) and a monthly volunteer meeting (1 hour a month). You must attend at least 12 of the 14 sessions.
- Complete online Mandated Reporter Training by end of August
- Possess at least 1 year of experience working with teenage girls
- Have some working knowledge of youth development
- Be familiar with the dynamics of Baltimore City & stressors facing Baltimore's youth
- Work well with facilitators/staff
- Recognize your role as a mandated reporter

Qualifications:

- Volunteer staff must be at least 21 years or older
- Be able to pass background check & attend training
- Submit an application with references

Additional:

- This is a temporary 15 week position (one DIVAS cycle)
- Fall session begins mid-September and meets on Wednesdays from 4:00 pm to 6:00 pm
- Flexibility, creativity and sense of humor a must

DIVAS Volunteer Policies

Inclement Weather

If BCAC is closed due to inclement weather, Miriam will notify all volunteers via email by 10am. Should the agency open but weather conditions deteriorate during the work day, and the agency decides to close, volunteers will be notified by phone. Any time you are unable to attend please let Miriam know as early as possible. Any canceled DIVAS sessions will be added on at end of initial 15-week schedule.

Reporting Policy

The DIVAS facilitator will maintain weekly case notes as well as progress reports for parents for each DIVAS participant. If you have any additional observations, both positive and concerning, please alert the facilitator so that she can document all information in a timely fashion. Additionally, if you have reasonable cause to believe that a DIVAS participant has been abused or neglected, you have a legal responsibility to report it to the local department of Child Protective Services. Reports can be made anonymously. All reports of suspected child abuse are immune from civil liability unless they are purposely erroneous or malicious. Be sure to report up (to a BCAC staff member) and out (to Child Protective Services).

Family Advocate Involvement

As part of our effort to create more coordinated services for DIVAS and their families, the DIVAS program staff collaborates with BCAC's Family Advocates to update them on the DIVAS's progress in the group. The facilitator meets weekly with the Family Advocates to provide verbal updates on the girls' progress as well as written case notes to evaluate for further involvement and services.

Attendance Policy

Our program runs smoothly when you are present each Wednesday at the correct time. It is your responsibility to notify Miriam via phone or email (443-923-7003 or mkahn@bcaci.org) when you are going to be absent or late. If you know in advance when you will be absent, please let Miriam know at least two weeks in advance.

Social Media

Volunteers should respect the privacy rights of the participants and must not disclose information about DIVAS-related events involving other volunteers, employees of BCAC, our participants and partners without obtaining permission from BCAC. In addition, volunteers must not post photographs or images of any fellow volunteer, staff member, or participant on any social media site without having permission from BCAC staff to do so.