

TURNAROUND, INC.

Job Posting

Job Title: Human Trafficking Outreach Coordinator

Department: Advocacy and Resources Program

Employment Type: Full-Time

Location: Howard County, Maryland

Reports To: Program Manager

Starting Salary: \$48,000 annually (commensurate with education and experience)

Summary

TurnAround Inc. is seeking a compassionate and driven Human Trafficking Outreach Coordinator to provide direct services and intensive case management to survivors of human trafficking. This role is integral to the implementation of the Human Trafficking Regional Navigator Grant as well as supporting other survivors beyond this grant. This role also involves outreach, advocacy, and coordination of services to support survivors in achieving self-sufficiency. The coordinator will work collaboratively with community partners to ensure a trauma-informed, client-centered approach to care.

Key Responsibilities

- Conduct comprehensive screening assessments and intakes to identify trafficking survivors and determine service eligibility.
- Deliver programming and case management services in Baltimore and Howard County, with primary focus on Howard County.
- Develop individualized goal plans to support client autonomy and progress.
- Collaborate with multidisciplinary partners including social services, law enforcement, juvenile services, and child advocacy centers.
- Provide offsite services as required by grant objectives.
- Maintain accurate and timely documentation in agency databases.
- Collect and report data for program evaluation and funding compliance.
- Facilitate introductory human trafficking awareness trainings upon request.

Travel Requirements

- Local and regional travel required, occasional out-of-state travel possible.
- Must possess a valid driver's license and reliable personal vehicle.
- Eligible for reimbursement of approved travel-related expenses.

Physical Requirements

- Ability to lift and transport items such as donations or client belongings.
- Light cleaning and maintenance of office space.
- Frequent stair climbing and walking between office and community locations.
- Ability to remain seated for extended periods.

Qualifications

- **Education:** Bachelor's degree required (Master's preferred) in psychology, social work, human services, or a related field. Associate's degree with significant relevant experience will be considered.
- **Experience:**
 - Preferred experience working with survivors of human trafficking.
 - Familiarity with mental health, substance use, legal systems, and housing instability.
 - Crisis intervention experience strongly preferred.
- **Skills:**
 - Strong interpersonal, assessment, and documentation skills.
 - Knowledge of local community resources and service networks.
 - Bilingual (Spanish) skills are a plus.
- **Technical Competencies:**
 - Proficiency in Microsoft Office, email, internet navigation, and database systems.
 - Ability to learn and operate security and conferencing technologies.
 - Strong organizational, planning, and mediation skills.
 - Sound judgment and critical thinking, with the ability to escalate concerns appropriately.

Working Conditions

- Exposure to trauma-related content and environments.
- Potential exposure to narcotics, alcohol, pests, and communicable diseases.
- Flexibility to work evenings and weekends as needed.

Benefits

- Paid holidays, vacation, and sick leave
- Additional Paid Time Off (PTO)
- Employer-sponsored medical, dental, and vision insurance
- Retirement plan with company match
- Long-term and short-term disability coverage
- Employee Assistance Program (EAP)

TurnAround Inc. is an equal opportunity employer committed to diversity, equity, and inclusion. We encourage individuals from all backgrounds to apply.

Acknowledgment and Agreement

I have read and understand the duties, responsibilities, and expectations outlined in this job description. By signing below, I acknowledge that I can perform these duties and agree to carry them out to the best of my ability. I understand that this job description may be amended from time to time as the needs of the organization evolve.

Employee Signature: _____

Date: _____