



# OC Human Relations

Building community by fostering respect, resolving conflict and pursuing equality

## EMPLOYMENT OPPORTUNITY

### Restorative Justice Specialist - Restorative Schools Program

Full-Time 40 hours/week in-person position

#### **Accepting Submissions Until Filled**

Send cover letter and resume to: **April Van Ligten**, Director of the Youth & Education Programs,  
[april@ochumanrelations.org](mailto:april@ochumanrelations.org)

***Please submit cover letter and resume in pdf format.***

The Restorative Schools Program seeks to address the ineffectiveness and disproportionality that arises in more traditional school discipline systems by bringing a Restorative Justice perspective to the school setting. Accomplishing this goal requires the school community to commit the time and resources necessary to create a school culture focused on the core values of respect, relationship, and responsibility. A key aspect of the program is to build, maintain and sustain relationships, support conflict resolution, and instill restorative practices on a school campus.

#### **PRIMARY DUTIES (95%)**

Under the supervision of the Program Director, implementation of the Restorative Schools Program in schools includes, but not limited to:

- work with a specific school site to shift their school culture through the use of Restorative Practices,
- plan and implement restorative justice programs and practices,
- develop and facilitate workshops, trainings, and curriculum to introduce schools and communities to RJ,
- develop and deliver plans for creating buy-in and implementation of restorative justice at school sites – includes helping to write model policies, designing, and providing community building and harm circles on campus,
- support youth-based programming such as Walk in My Shoes Conference, YouthSpeak Contest, Youth Leadership Institute and Human Relations Ambassadors Program

#### **SECONDARY DUTIES (5%)**

RJ Specialists also assist in agency-wide initiatives, including, but not limited to:

- responding and initiating action toward addressing community problems pertaining to intergroup relations between diverse communities, intergroup understanding, police-community relations,
- mediating conflict; practicing and utilizing restorative justice practices
- facilitate and/or support agency trainings, workshops, projects, programs as needed

#### **MINIMUM QUALIFICATIONS**

BA/BS degree and 3 years of experience or equivalent experience which demonstrates knowledge and abilities below.

##### General Knowledge of:

- Human and civil rights issues that different racial, ethnic, religious, LGBTQ+, immigrant communities, among others, are facing.
- Youth leadership development techniques geared toward diverse student populations.
- Program Development and implementation.
- Dialogue and workshop facilitation and preparation skills.

*The Orange County Human Relations Council is a non-profit 501(c)3 organization. Our mission is to foster mutual understanding among residents in order to make Orange County a better place for ALL people to live, work and do business.*

Some Knowledge of:

- Methods teaching cross-cultural relations and respect towards all people regardless of race, religion, national origin, ethnicity, disability, age, gender/gender identity, sexual orientation, socio-economic status or marital status.
- Dynamics of intergroup relations, problem solving techniques, mediation/conciliation methods.
- Restorative justice and restorative practices.
- Community organizing theory and strategies.
- Program development.

Ability to:

- Work with and support youth in cultivating their power.
- Communicate with community organizations/partners in a compassionate and understanding manner.
- Work with diverse groups of individuals to promote cooperation and mutual understanding.
- Deal tactfully with sensitive problems involving divergent viewpoints.
- Understand and be able to teach the decision-making process of institutions to community groups.
- Prepare comprehensive written and oral reports.
- Investigate and analyze human relations problems.
- Identify and dispel stereotypes about different groups.
- Flexibility to work some evenings and weekends

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## EMPLOYMENT PACKAGE

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**This position is a fulltime position, 40 hours a week, starting as soon as possible.**

The starting annual salary range for this position is \$48,000.00 - \$51,651.00.

Full benefits including health, dental, 401(k), life insurance, 9 sick days, 16 paid holidays, 10 paid vacation days, and others.

**Organizational Profile:** [www.ochumanrelations.org](http://www.ochumanrelations.org)

*At OC Human Relations we believe ALL people have a right to live free from discrimination and violence based on any aspect of their being.*

*Founded in 1991 as a non-profit 501(c)3 organization, OC Human Relations is a nationally recognized leader in creating safe, inclusive schools and communities, developing diverse leaders, mediating conflict and building respect and inclusion among all people.*

*OC Human Relations helps shape the future through innovative programs like BRIDGES Safe and Respectful Schools, Police/Community Reconciliation, #HateFreeOC, Restorative Justice, Intergroup Dialogues, Hate Crime documentation, Police training in Implicit Bias, Immigrant Parent Leadership Institute, Community Building, Diverse Leadership Development, Mediation and Conflict Resolution.*

*OC Human Relations is an equal opportunity employer.*

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