



Children's Advocacy Center of Benton County Job Description

Position Title: Forensic Interviewer

Reports to: Forensic Interview Team Leader/Director of Clinical Services

Position Description: To conduct purposeful, legally-defensible forensic interviews with any child in which there is a concern for safety or allegation of maltreatment as referred by Child Protective Services and/or local law enforcement agencies. The interviewer shall conduct forensic interviews adhering to the ChildFirst forensic interviewing protocol.

Responsibilities (may include but are not limited to):

- Conduct forensic interviews of children utilizing the ChildFirst interviewing protocol and cover all forms of maltreatment.
- Coordinate efforts to allow appropriate multidisciplinary team members an opportunity to observe the live interview.
- Ensure interviews are staffed pre- and post-interview to provide for the sharing of information.
- Educate team regarding child development, process of disclosure, and any other necessary research on the dynamics of child abuse/trauma and how it impacts a child's experience.
- Provide updates to the forensic interview process, as needed to core agency partners.
- Provide court testimony in either expert or lay witness capacity in civil or criminal cases, as needed.
- Attend MDT case reviews, specific case staffings, CAC staff and component meetings, as directed.
- Maintain accurate documentation of interviews, release evidence to MDT partners involved and share case information in MDT case reviews.
- Foster growth in professional development, stay up to date on best practice and evolving issues in the field, pursue ongoing opportunities to develop interviewing skill set.
- Adhere to scheduled work hours and share on call rotation with other component staff.
- Foster open and positive relationships with other agencies and maintain appropriate networking affiliations.

Qualifications and Skills:

- Minimum of a Bachelor's degree or equivalent from an accredited school.
- Must possess understanding of child abuse issues and child development.
- Minimum of 2 years' experience in addressing child maltreatment or related field.
- Excellent teamwork skills, initiative, multicultural sensitivity and interpersonal communication.
- Skilled in listening and communicating in a one-on-one setting, as well as within a team.
- Strong, accurate and efficient verbal skills and professional at all times.
- Ability to maintain composure in high-stress environment while dealing with trauma and difficult situations.
- Must possess computer skills with basic competency in programs such as Microsoft Office.
- Must have a flexible nature with ability to be available both during business hours and some nights/weekends.
- Must pass both criminal and child maltreatment background checks.

- Trained in ChildFirst Forensic Interviewing protocol or prepared to be trained immediately following hire.

Salary Range: \$30,000 to \$40,000/year

Exemption Status: Non – exempt

CAC Core Values: Compassion, Teamwork, Integrity, Excellence, Humility
Mission: Empowering Children to find their Voice Vision: Eliminate Child Abuse

Forensic Interviewing Mission: To provide an opportunity for a child to disclose about maltreatment in a neutral, fact-finding interaction with a specially-trained interviewer while utilizing a multi-disciplinary team approach.