

Service Opportunity Data Sheet

Mennonite Voluntary Service

Great Plains Office, Box 347, Newton, KS 67114; 316/283-5100
Great Lakes Office, Box 370, Elkhart, IN 46515; 574/294-7523



This form may be submitted by e-mail or through regular mail. MVS staff may edit position descriptions. Please be as thorough as possible in describing the agency, the position responsibilities and the qualifications. The descriptions are not limited to the space below, use extra pages, etc. Notice a detailed description of the agency is required and you must include an agency contact, address and telephone number.

Unit: Elkhart, Indiana

Date: October 24, 2006

Position Title: Victim Offender Reconciliation Caseworker

Organization/Agency Name: Center for Community Justice, Inc.

Agency Contact:

(Name) Timothy E. Balko, Executive Director

121 South Third Street

Elkhart, IN. 46516

(Address & telephone & email)

(574) 295-6149 tim@centerforcommunityjustice.org

1. Description of the organization and its work (include some history of the agency and the population or type of people they serve):

The Victim Offender Reconciliation Program (VORP) in Elkhart was founded in 1078. It is the longest continuously running VORP in the country. VORP receives over 650 case referrals per year from the criminal justice system in Elkhart County. VORP works with referred offender and the identified victim in each case to resolve issues of broken trust, monetary restitution and lost sense of security that results from the acts of crime. VORP works with both juvenile and adult offenders and victims.

The Elkhart VORP is part of the Center for Community Justice (CCH) which currently operates seven other community corrections programs: Community Service Restitution; Juvenile Reparation Program; Homes Incarceration Program; Guided Family Intervention Program; and Community Transition Program. The philosophic approach of all CCJ programs in dealing with court referred clients is one of restorative justice, reconciliation and respect for all individuals. CCJ mission is to promote and operate effective community-based services for victims, offenders and the community. These services strengthen community safety, provide support and compensation for victims, aid restoration of offenders, and promote reconciliation among victims, offenders and the community.

2. Detailed position description (include whether position is full time or half time):

- Enter case information into database and manage active caseload
- Conduct individual intake interviews with offenders and victims to determine their viewpoints and needs
- Facilitate mediation between court-ordered criminal offenders and their victims
- Write progress reports and provide verbal reports to referring judges and court staff
- Work with VORP staff to develop and implement restorative justice presentations to community and schools.
- Assist VORP staff with planning and implement annual victim-offender mediation training
- Part time (20 hrs/wk) position

3. Qualifications:

Strong write and verbal communication skills. Ability to listen actively and to understand conflictual situations from multiple view points. Strong interest in restorative justice and reconciliation work

4. Worker's Compensation? Yes.

5. Comments:

Approved by Local Leadership _____ Date October 10, 2006

Approved by MVSO: _____ Date _____