



Support Group Coordinator

Job Details

Job Location	Education Level	Position Type
90% Her Well-Brookshire, TX 10% Remotely	Bachelor's degree in social work, psychology, or minimal 2 years of experience in Case Management	Full Time
Travel Percentage	Job Shift	Job Category
Up to 25% -50%	Day- Some Evenings	Nonprofit - Social Services

Position Overview

The Group & Discipleship Coordinator will lead and facilitate 14 monthly faith-based support groups for individuals impacted by sexual trauma and intimate partner violence, including both primary survivors and secondary survivors, such as family members and loved ones walking alongside those affected. This full-time position will oversee the scheduling, content, and execution of group sessions and provide spiritual oversight to participants interested in discipleship. The ideal candidate is both clinically informed and ministry-minded, with a heart for service, strong organizational skills, and a passion for Christ-centered healing.

Her Well is a faith-based crisis center rooted in the Christian values of compassion, integrity, service, and healing. While serving individuals from all backgrounds, employees must align with Her Well's mission and values, integrating faith-based principles in client interactions while respecting diverse beliefs.

Key Responsibilities

Group Management (75%)

- Facilitate and oversee **12-14 group sessions each month**, organized by:
 - Gender (male/female)
 - Age (adults/teens)
 - Role (primary and secondary survivors)
 - Family dynamics (family-focused groups)
- Schedule bi-monthly group sessions for each audience
- Ensure all groups are trauma-informed and reflect Her Well's commitment to Christ-centered care

- Deliver a short biblical message in each group session that supports the main therapeutic or educational focus of the day (e.g., healing, trust, boundaries, hope)
- Develop and adapt group curriculum to include:
 - Awareness and understanding of trauma
 - Emotional intelligence and self-awareness
 - Communication and relationship-building
 - Safety planning and boundary setting
 - Career readiness and financial literacy
- Maintain accurate attendance and session documentation in Apircot.
- Collaborate with counselors and case managers. The Advocate Coordinator and Executive Director will supervise this position. Must work with the Financial Director, who oversees the budget of all programs.

Discipleship & Spiritual Mentorship (24%)

- Recruit, train, and mentor volunteers to serve as Spiritual Faith Trainers using *Awake My Soul: 3 Ways to Ignite Your Relationship with God*
- Facilitate discipleship pathways for clients who profess faith in Christ during group sessions.
- Support group altar calls and help clients navigate the next steps in their spiritual journey
- Lead or support spiritual training initiatives that align with Her Well's Statement of Faith
- Partner with the Volunteer Coordinator as you recruit and train volunteers.

On-Call Duties (1%)

- Participate in a rotation for the **24-hour crisis hotline**
- Provide **hospital accompaniment** to survivors during forensic exams, including evenings or late-night response as needed
- Any other duties assigned.

Preferred Qualifications & Experience:

- Bachelor's Degree in Social Work, Psychology, Public Health, Criminal Justice, or a related field
- Minimum of 2 years of experience in a case management or advocacy role
- Strong understanding of trauma, victims' rights, and crisis response principles
- Intermediate proficiency in Microsoft Office and database systems
- Bilingual (English/Spanish) preferred
- Valid Texas driver's license and reliable transportation
- Bilingual in English and Spanish preferred

- Demonstrated understanding of trauma and victimization
 - Experience facilitating support groups or leading Bible-based discussions
 - Alignment with Her Well Center's Statement of Faith and mission
 - Willingness to serve on-call (rotation for hotline and hospital accompaniment)
 - Strong organizational, interpersonal, and communication skills
 - Ability to work evenings or weekends when groups are scheduled
-

Compensation & Benefits:

Your Schedule:

- 40 hours per week
- Monday - Wednesday (9:00 am- 5:00 pm)
- Thursday (2 pm- 9 pm)
- Friday (9:00 am- 5:00 pm) Remotely unless needed to come into the center
- Saturday (9 am -2:00 pm) Volunteer Training for Spiritual Mentors (once a quarter)
- Answer the Her Well Hotline one week every month and provide Hospital accompaniment when needed.
- Flexibility to work evenings, weekends, and local travel (25%) as needed.
- Local Travel: 25%

Competitive salary

- Salary: \$51,000 (paid bi-monthly)
- Benefits: Access to Health insurance, 5 days of paid vacation, 5 sick days, professional development, and a supportive, mission-driven work environment.
- Hotline Duty: On-call one week per month, including possible hospital accompaniment.

At Her Well, your work empowers survivors and strengthens communities. Together, we help survivors reclaim hope, regain their voice, and resist isolation, striving to end domestic and sexual violence for all.