

## **Six Rivers Dispute Resolution Center**

### **Restorative Justice Facilitator**

#### **Position Overview**

**Title:** Restorative Justice Facilitator

**Location:** Six Rivers' main office in Hood River, OR, with some remote work possible in accordance with the Remote Work Policy. The position will include travel to Wasco County, and to other counties within Six Rivers' service area (Hood River, Wasco, Sherman, Gilliam, Wheeler, Klickitat, Skamania), which may occur several times per week, depending on caseload.

**Status:** Non-Exempt, 32 hours per week

**Schedule:** Typically Monday–Thursday (8 hours/day) or Monday–Friday with hours spread across the week. Hours are generally during standard business hours, with accommodation for clients who are only available in the evenings.

**Compensation:** \$28.00-\$28.75 per hour, depending on experience. Benefits include employee health insurance, retirement plan (Simplified Employee Pension), and paid time off.

**Application Deadline:** February 13, 2026; 5:00 PM

**Anticipated Start Date:** early March 2026

**How to Apply:** Please send an email with a cover letter and resume, and contact information for 3 references, to Colleen Regalbuto at [colleenr@6rivers.org](mailto:colleenr@6rivers.org). Include "RJ Facilitator Application" in the subject line. See details on application process below.

**Other considerations:** There will be an in-person training April 14-17 in Wenatchee, WA that would be ideal for the new hire to attend.

*Note: This is a grant-funded position, with funding secured through June 30, 2027.*

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### **Program Background & Position Summary**

Six Rivers' *Circles of Peace* Restorative Justice Program serves local community members who have experienced and/or caused significant harm, including domestic and family violence, assault, sexual harm (adults only), and property crimes. The program receives referrals primarily from the criminal legal system. When a case is determined to be an appropriate fit, participants engage in a structured restorative justice circle process over several months to address harm, promote accountability, and support healing. The circle process we use is adapted from Indigenous peacemaking traditions that have been practiced by communities worldwide for generations. Due to the types of harms this program addresses, it was adapted under the technical and training oversight of New York University's Center on Violence and Recovery over a 2 year period, including a collaborative design process with community members, victim advocates, and criminal legal system partners. The program is fully operational, completed a successful pilot year, and continues to evolve through iterative refinement.

Your position would be a key role in the Circles of Peace Program, and you will provide direct service to clients (client intake, enrollment and circle meetings) and some programmatic/administrative duties that contribute to the smooth running of the Circles of Peace program. You would train closely with other Restorative Justice Facilitators who have been a part of the program since its inception.

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## **Essential Duties & Responsibilities**

### *Direct Service to Clients*

- Work compassionately, skillfully, and effectively with diverse populations who have experienced or caused significant harm such as assault, domestic/family abuse, sexual harm (adult only), and/or property crimes.
  - Conduct client intakes, which includes a bio-psychological-spiritual assessment.
  - Conduct client enrollment meetings.
  - Serve as lead and co- circle keeper for CP cases, including:
    - Creating circle plans for the circle journey of each case
    - Preparing circle materials; setting up circle space and prep
    - Recruiting and managing volunteer community members and support people
    - Maintaining case records
    - Communication with circle participants between circles
    - Coordinating referrals to wrap-around services
    - Other circle keeping duties as appropriate and assigned
  - Follow all protocols in the intake, enrollment, and circle keeping processes in order to ensure program fidelity in accordance with the Circles of Peace Program Manual.
  - Support community member volunteer training events as needed.
  - Other duties as assigned.
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## **Position Requirements**

- Minimum of 2 years of direct client-facing experience.
- Excellent verbal and proficient written communication skills, with the ability to communicate clearly and effectively with community and team members from a variety of backgrounds.

## **Position Preferences**

- Bilingual (Spanish/English with full professional proficiency) & bicultural
- Strong understanding of restorative justice principles. Prior completion of a Circle Keeper Training highly valued.
- Lived experience or prior work experience in response or prevention of domestic violence and/or sexual assault, or with people who have survived and/or caused violence or harm.
- Experience with risk assessment tools and safety planning.

- Strong knowledge of domestic violence dynamics, including the cycle of abuse, power and control tactics, and related risk factors.
  - Experience working or volunteering in a nonprofit organization, social services agency, or similar environment.
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### **General Qualifications & Competencies**

- Comfort with and proficient in technology. Six Rivers uses the Microsoft Office Suite, SharePoint, Slack, RingCentral, Kintone database, and Zoom.
- Demonstrated ethical commitment to Six Rivers' mission and values.
- Commitment to maintaining education and training consistent with restorative justice best practices.
- High level of customer service.

### **Application Process**

Send a cover letter, resume, and the contact information for 3 professional references to: Colleen Regalbuto at [colleenr@6rivers.org](mailto:colleenr@6rivers.org). Include "RJ Facilitator Application" in the subject line. We will not contact your references without notifying you first.

### **Don't check all the boxes?**

If you're enthusiastic about this opportunity, we want to hear from you—even if your background doesn't align perfectly with every requirement listed. We know that many talented candidates may hesitate to apply unless they meet 100% of the qualifications. At Six Rivers, we're building a team that reflects the diversity of those we serve, and we value authenticity and different perspectives. We particularly encourage applications from individuals with personal experience related to violence or harm, housing insecurity, poverty, or personal knowledge of systems we work within (social services, criminal justice, healthcare, etc.) Your distinct background, skills, and viewpoint matter to us and will strengthen our work. If this role resonates with you and you're excited about joining Six Rivers, please apply—we'd love to learn more about what you bring to the table.

**About Six Rivers DRC:** We are a 501(c)3 organization.

**Our Mission:** We empower and train people and organizations to resolve conflict through mediation, facilitation, restorative justice and other collaborative means of communication.

**Our Vision:** We envision our community equipped with the skills to resolve conflicts in healthy, civil and peaceful ways.

## Our Values:

Collaboration	Empowerment (self-determination)	Grace
Growth mindset	Trust	Genuineness
Kindness	Joy	Self-awareness
Sustainability	Connection	Integrity
Balance	Courage	Inclusiveness
PatienceHonesty	Peace	The belief that change is possible
Accountability	Hope	Flexibility
Curiosity		

## The Interview Process

1. The team reviews your application materials.
2. If we choose to move forward with your application, we will invite you to participate in an initial 15-minute Zoom interview with the Associate Director or Executive Director.
3. Next step would be to participate in a 1-hour in-person interview with Six Rivers team members, including but not limited to a Restorative Justice Facilitator, and Associate Director or Executive Director.
4. You may participate in a final 30-minute interview with select team members.
5. The team reviews all feedback.
6. We make a final decision and notify you.

We are deeply committed to fostering a workplace culture inclusive of all people. This means inclusivity in race, ethnicity, national origin, gender identity, sexual orientation, socio-economic status, veteran status, marital status, age, disabilities, political affiliation, and religious beliefs, as well as in cultural backgrounds, life experiences, thoughts, and ideas. We are an equal opportunity employer. Our commitment to justice and diversity also means providing a work environment that is welcoming, respectful, and engaging.