



Diocese of Fall River

JOB TITLE: Delegate for Investigations
DEPARTMENT: Legal
SUPERVISOR: General Counsel/Chief Legal Officer

SUMMARY: The Delegate for Investigations will oversee and execute investigations within the Diocese of Fall River according to diocesan policies as outlined in Essential Duties and Responsibilities below:

ESSENTIAL DUTIES AND RESPONSIBILITIES

- The Delegate for Investigations will oversee and assist in the execution of allegations of child abuse against diocesan personnel involving clergy/religious, seminarian candidates for the diaconate program, lay employees, and volunteers including all employees and volunteers for the Diocese of Fall River.
- The Delegate for Investigations will oversee and execute all investigations of allegations of ministerial misconduct against clergy, religious, seminarians or candidates for the diaconate program.
- The Delegate for Investigations will oversee and execute all investigations of allegations of misconduct against lay employees or volunteers according to the appropriate diocesan policies.
- The Delegate for Investigations will assist the Director of the Office of Safe Environment (OSE) with the processing of Adverse CORI applicants as needed.

QUALIFICATIONS:

- Minimum: Bachelor's Degree in Criminal Justice or Social Work preferred
- At least five years' experience conducting investigations, including trauma informed interviews
- Experience in sexual assault cases; preferred certification
- Proficiency in Open-Source Intelligence (OSINT)
- Strong knowledge of Microsoft Office and Adobe Acrobat
- Excellent interpersonal skills
- Effective presentation and writing skills
- Ability to communicate effectively
- A high degree of confidentiality and unequivocal discretion a must
- Understanding and commitment to the teachings and mission of the Catholic Church

PHYSICAL PERFORMANCE ELEMENTS:

- Local travel within the Diocese required
- Weekend and evening work hours may be required
- Ability to use a computer keyboard for up to eight hours/day
- Ability to lift to 20 pounds

The Diocese of Fall River offers a competitive compensation program and a comprehensive employee benefits package, including a generous paid time off policy.

Please submit your cover letter and resume to Peter Powers, SHRM-SCP, Executive Director of Human Resources and Administration. E-mail: ppowers@dioc-fr.org; Confidential Fax: (508) 689-7920; Mail: Diocese of Fall River, Attn. Peter Powers, 450 Highland Avenue, Fall River, MA 02720

Equal Opportunity Employer