

## **JOB OPENING**

- Position:** **Domestic Violence Prevention Coordinator**
- Reports to:** Senior Prevention Strategist
- Location:** Anywhere in WA state; open to work-from-home. Must be available to come to Seattle office periodically (currently on hold due to COVID)
- Classification:** Exempt
- Pay & Benefits:** **\$55,000 to \$61,000 DOE, plus:**
- 35-hour work week
  - Annual pay increases per salary structure
  - 100% paid premiums for medical, dental, vision health insurance, 50% for dependents
  - HRA reimbursement
  - Student loan payment assistance after 6 months
  - 100% paid long-term disability and life insurance
  - Retirement contribution after 6 months
  - 3 weeks annual vacation with periodic increases, 14 paid holidays, and sick leave
  - Flexible, family-friendly work environment

Our mission is to mobilize our member programs and allies to end domestic violence through advocacy and action for social change. We improve how communities respond to DV and create a social intolerance for abuse, support our member programs, and inform the public. Guided by our [Theory of Change](#), we work to undo the root causes of violence, building racial equity, economic justice, and gender and reproductive liberation to create a world where all people can live and love freely without fear. WSCADV's team approach facilitates the sharing of power and responsibility across positions.

### **This position is responsible for:**

- (1) **Training and support** on domestic violence prevention with our membership;
- (2) **Staffing** the [Refuse To Abuse®](#), [Team Up Washington](#), [In Her Shoes training kits](#), and other prevention strategies;
- (3) **Contributing to a prevention vision** on issues such as reproductive justice, economic resilience, and emerging strategies to address root causes of violence including racism.

This position helps advance our Theory of Change, engage with our 70+ member organizations, and collaborate. For prevention, we aim to build skills among our members, engage the public, and address underlying conditions that allow violence to continue. This includes addressing society's over-reliance on crisis services and criminal legal response to end abuse.

This position will join a small team and a staff of about 20 people. WSCADV has a friendly, flexible work environment where we value each person. Periodic overnight travel is required. *Valid driver's license and/or ability to travel, and proof of COVID vaccination, are required.*

### **Primary Responsibilities:**

1. Convene and support a peer learning community of preventionists among membership to share knowledge, encourage innovation, and encourage creativity and collaboration in local communities on the 4 domains of prevention (promoting healthy relationships, shifting culture, building skills, and addressing root causes). Work collaboratively with the statewide sexual assault coalition. Address racial equity and economic resilience.
2. Train, mentor, and provide technical assistance with membership and allies, on topics such as working with teens and school districts. Plan and deliver training, in-person visits, peer learning, and online content to increase their capacity.
3. Support and promote key prevention projects, such as Team Up Washington and Refuse To Abuse®. Coordinate trainings, logistics, and support for participants (e.g., coaches).
4. Coordinate community educational tools and engage the public. Work with admin staff to support *In Her Shoes* products, online store, and Friends and Family Guide. Provide train-the-trainer sessions. Help create and update messages and products.
5. Contribute to a prevention vision, strategic plan, and initiatives. Work collaboratively to incorporate prevention into other WSCADV work, e.g., home visitation, community economic resilience, and immigrant survivor advocacy.
6. Coordinate grant and contract funds. Ensure timely completion of activities. Prepare and submit budgets and financial, data, and narrative reports. Ensure grant compliance.
7. Teamwork. Perform other general WSCADV staff duties related to [annual conference](#), [Refuse To Abuse® 5K](#), and other duties as assigned. Participate in domestic violence, multicultural, and anti-oppression activities and trainings, and perform all work in a culturally responsive manner consistent with WSCADV's [mission](#) and [Principles of Unity](#).

### **Qualifications**

#### **Desired Knowledge, Skills and Abilities**

- Deep respect for diversity and commitment to advancing WSCADV's [mission](#), [Theory of Change](#), and [Principles of Unity](#), including undoing racism, sexism, and other forms of oppression.
- Strong working knowledge of principles, best practices, and promising approaches for domestic violence prevention and survivor-driven advocacy.
- Strong knowledge of racial, economic, and gender justice issues.

- Ability to build trust and work with communities most impacted by violence.
- Strong oral and written communications skills. Ability and affinity for providing effective training, facilitation, mentoring, and messages for a wide range of audiences.
- Ability to work effectively and non-judgmentally with domestic violence/sexual assault programs and community-based organizations.
- Basic knowledge of (or ability to quickly learn) grant budgets and reporting.

**For All Staff, we want to see:**

- Ability to work independently, plan and manage time, and sort multiple priorities while exercising good judgment.
- Ability to foresee, solve problems and meet deadlines in a professional, positive manner.
- Tact, discretion, and ability to oversee and safeguard confidential and sensitive information.
- Strong ability to work collaboratively, build trust, and be flexible with coworkers, project partners, and organizations from a wide range of backgrounds.
- Demonstrated spirit of cooperation and ability to build positive working relationships in an interactive, productive, team environment.
- Working knowledge of Microsoft Office software.
- Flexible with ability to learn and adapt to changes in duties, processes, and technologies in an evolving nonprofit and as part of the movement to end violence.

**Required Experience**

- At least 3 years of experience in domestic violence or sexual assault prevention, survivor advocacy, directly related community organizing, or youth anti-violence intervention.
- At least 2 years of experience working directly with youth and teens.
- At least 1 year of experience with domestic violence or sexual assault prevention strategies, campaigns, and/or education.

**Preferred Experience**

- Familiarity with student athletic programs and ability to work with coaches, and middle or high school classroom instruction.
- Strong familiarity with movement to end domestic violence/sexual assault in Washington.

**\*HOW TO APPLY\***: Please submit the following package by email:

- 1) A cover letter summarizing your interest in and relevant experience and abilities for this position.
- 2) Include your response to this question: **“What are 1 or 2 creative approaches to domestic violence and sexual assault prevention that you are excited about?”** (please answer this in 1-3 sentences in your letter)
- 3) Your resume.

Email to: [anna@wscadv.org](mailto:anna@wscadv.org), subject line: Prevention Coordinator Hiring – [your last name]

Applications will be considered on a rolling basis; **submit your application by \*March 25, 2022\*** to be considered in the first screening. Position open until filled. Anticipated start is early May. No calls, please.

*People with lived experience of domestic violence and from historically marginalized communities are encouraged to apply. The Washington State Coalition Against Domestic Violence is an Equal Opportunity Employer and does not discriminate on the basis of race, color, sex, marital status, sexual orientation, gender presentation, political ideology, age, creed, religion, ancestry, national origin, veteran status, and the presence of any sensory, mental or physical disability in employment, volunteer opportunities or services rendered.*