



Position Title: ARP Liaison Coordinator

Functional Department: Technical Assistance and Training

Position Reports To: Director of Technical Assistance and Training

Pay Range: \$55,000 to \$65,000, dependent upon experience

Exempt Non-Exempt

About the NIWRC:

The National Indigenous Women's Resource Center, Inc. (NIWRC) is a Native-led nonprofit organization dedicated to ending violence against Native women and children. NIWRC provides national leadership in ending gender-based violence in tribal communities by lifting the collective voices of grassroots advocates and offering culturally grounded resources, technical assistance and training, and policy development to strengthen tribal sovereignty. Our mission is to provide national leadership to end violence against American Indian, Alaska Native, and Native Hawaiian women by supporting culturally grounded, grassroots advocacy. We are an equal opportunity employer. American Indians, Alaska Natives, and Native Hawaiians are encouraged to apply.

Position Summary:

The ARP Liaison Coordinator assists in the development and management of NIWRC's technical assistance and training initiatives related to the ARP Support for Survivors of DV and Sexual Assault from Culturally Specific Populations Grant. This position will ensure that the NIWRC's technical assistance/training and resource development specifically focused on the impact and response to the Covid-19 pandemic, is culturally, historically, and legally relevant and supports governmental, nonprofit, and community responses to the immediate crisis needs of Native women victimized by violence and the social change work inherent in ending violence against Native women. The ARP Liaison Coordinator will work with consultants, external strategic partners and sub-recipients to identify needs and develop technical assistance, training, and materials to support comprehensive program capacity building with additional focus on Covid 19 responses. This individual should have familiarity with the impact of Covid 19 on survivors of domestic and sexual violence and the needed responses the pandemic has caused, a deep understanding of violence against Native women and the unique cultural values of tribal peoples and experience working in collaboration with community-based programs and national partner organizations.

Essential Duties and Responsibilities:

- Act as liaison to coordinate provision of problem-solving technical assistance (TA) and training to identified NIWRC ARP sub-recipients, as well as with strategic partners,



consultants and NIWRC staff as related to Covid 19 impact/response that prioritizes survivor safety and reflects survivor-defined advocacy.

- Build organizational capacity in delivering trauma informed, culturally relevant services for adults, children, and youth affected by domestic violence and sexual assault.
- Promote and develop strategic partnerships with national technical assistance providers, including those identified in Memorandums of Understanding (MOUs), with expertise in culturally specific sexual assault and/or domestic violence services/advocacy, for LGBTQ Two-Spirited communities, and/or expertise working with urban Indian organizations. Fulfill obligations set forth in assigned Memoranda of Understanding with partner organizations.
- Coordinate strategic partnerships between sub-recipients and national technical assistance providers to carry out these Covid related activities.
- Assist NIWRC Grant Management Specialist to ensure grant compliance of sub-recipients, partners and consultants.
- Oversee provision of TA and training to sub-recipients in coordination with national strategic partners and consultants to:
 - Develop and support innovative culturally specific community-based services and supports that enhance access to shelter services or advocacy and supportive services for survivors of sexual and domestic violence within Indian Country and urban Native communities.
 - Develop and assist in innovative culturally specific community-based non-residential services and supports that enhance intervention and prevention for all survivors of sexual assault, domestic violence, dating violence, and family violence within Indian Country, including urban and 2SLGBTQ native communities.
- Strengthen the capacity and further the leadership development of organizations to address sexual violence and domestic violence in Indian Country, including urban and 2SLGBTQ native communities.
- Promote local/community-based strategic partnership development and collaboration with health systems, early childhood programs, economic support programs, schools, child welfare programs, workforce development programs, domestic violence programs, dating violence and family violence programs, as well as community-based programs and organizations serving individuals with disabilities, faith-based programs, and youth programs, in order to further the public health



responses to survivors of sexual violence, domestic violence, dating violence, and family violence from racial and ethnic specific underserved populations.

- Oversee the development of capacity building training modules in coordination with consultants.
- Organize onsite visits to each subrecipient and peer to peer meeting sessions.
- Identify and engage consultants to provide technical assistance and training for capacity-building, development and expansion of tribal domestic violence and sexual violence programs, including coordinated community responses.
- Organize and offer, in coordination with the NIWRC Technical Assistance and Training Team, effective, contextualized and culturally relevant training to domestic and sexual violence advocates and practitioners about violence against Native women related to Covid 19, including emphasis on capacity building, leadership and organizational development, and including, as needed, covid focused information packets for domestic violence sexual assault advocacy programs, including administrative and programmatic issues.
- Assist in identifying Covid related resource information for dissemination and inclusion in NIWRC's resource library with an emphasis on available funding and grant management assistance, information about promising practices and initiatives already underway that have made positive changes in their communities, and to foster information sharing among parties interested in addressing the problem and developing creative solutions.
- Maintain open and timely communication with the TA/Training team on the status of assignments and ensure coordination with the Director of TA/Training on all requests for assistance.
- Other duties or responsibilities, as assigned.

Qualifications:

B.A. or B.S. degree in an area of study deemed relevant is preferred; or demonstratable, comparable work experience.

Minimum of four years working in the domestic/sexual violence field in native communities.

Knowledgeable about the impact and responses to the Covid-19 pandemic on survivors in native communities.



Exceptional analytical, writing and editing skills; ability to communicate complex information clearly in writing and in oral presentations to a range of audiences at the tribal, regional, national and international levels.

Demonstrated expertise in networking and collaborating with community-based and national organizations.

Experience/familiarity with grant management/compliance.

A demonstrated understanding of the history of Native American and Alaska Native tribal governments, laws and customs.

A demonstrated understanding of violence against Native women crimes and responses throughout the United States, especially throughout Indian country, Alaska Native villages and in Hawaii.

Demonstrated ability to develop and maintain effective working relationships; and to resolve issues and make decisions in a collaborative culture.

Knowledge of tribal, state and national advocacy organizations working to effect social change and that address the issue of violence against Native women.

Knowledge of and experience in advocacy with domestic and/or sexual violence survivors.

Ability to inform, plan, coordinate, collaborate, prioritize, and execute in a fast-paced environment, and to work effectively under rigid deadlines.

Willingness to take direction and manage time and assignments in a transparent and open manner.

Experience living and/or working in Native communities preferred.

Willingness and ability to travel nationally.

Competence working with virtual platforms (Zoom etc.), Google Docs, Excel and/or comparable applications/ software.

Work Habits:

Excellent communicator Collaborative Accountable

Self-Starter Organized Competent

Reliable Respectful Inspiring