



Job Title: ARP Survivors of Domestic and Sexual Violence Technical Assistance and Training Specialist, full-time

Functional Department: Technical Assistance and Training

Job Reports to: Director of Technical Assistance and Training

Pay Range: \$58,000 - \$68,000 annually, depending upon experience

Exempt Non-Exempt

About the National Indigenous Women's Resource Center:

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 up 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:

Under the general direction of the Executive Director and the supervision of the Director of Technical Assistance and Training, the ARP Survivors of Domestic and Sexual Violence TA/Training Specialist is responsible for assisting in the developing and managing NIWRC's TA 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 TA/Training Specialist will work with staff, consultants, external strategic partners, and sub-recipients to identify, develop, and disseminate promising practices to support program capacity building, advocacy training and technical assistance concentrated on COVID-19 responses. This individual should have, in addition to strong familiarity to the impact and response on survivors of domestic and sexual violence due to COVID-19, a deep understanding of violence against Native women and the unique cultural values of Tribal peoples.

Major Responsibilities, as Assigned by Director of Technical Assistance and Training:

- Provides, as related to COVID-19 impact/response, immediate problem-solving technical assistance (TA) that prioritizes survivor safety and reflects survivor-defined advocacy, reflects an understanding of various research and evaluation approaches and implementation strategies to sustain organizational capacity in delivering trauma

informed, culturally relevant services for adults, children, and youth affected by domestic violence and sexual assault throughout the COVID-19 public health emergency.

- Promote and develop strategic partnerships to carry out these COVID-19 related activities, both nationally and at the local level, via an executed Memorandum of Understanding (MOU), with national technical assistance providers with expertise in culturally specific sexual assault services, national technical assistance providers for LGBTQ two-spirited communities, as well as urban Indian organizations. Fulfill obligations set forth in assigned Memoranda of Understanding with partner organizations.
- Over-see and provide TA and training to sub-recipients to:
 - Develop and support innovative culturally specific community-based services and supports that enhance access to shelter services or supportive services for survivors of sexual and domestic violence within Indian Country and urban Native communities.
 - Develop and support 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 furthering the leadership development of organizations to address sexual violence and domestic violence in Indian Country including urban and 2SLGBTQ Native communities.
 - Promote strategic partnership development and collaboration, including with health systems, early childhood programs, economic support programs, schools, child welfare, workforce development, domestic violence, dating violence, and family violence programs, other community-based programs, community-based organizations serving individuals with disabilities, faith-based programs, and youth programs, in order to further a public health responses to supporting survivors of sexual violence, domestic violence, dating violence, and family violence from racial and ethnic specific underserved populations.
- Establish an annual training schedule based on identified issues and needs, and in coordination with the Technical Assistance and Training Team.
- Identify potential trainers at local level for collaboration/ co-facilitating trainings as part of capacity building initiative.
- Identify and engage consultants to provide TA and training for capacity-building of Tribal DV and/or SV programs development and/or expansion, including coordinated community responses.
- Network with leaders of Tribal nations, Native domestic violence and sexual assault programs, tribal coalitions, national Tribal organizations, and other key organizations to help identify types and scope of TA services to be provided concerning domestic violence, sexual assault, dating violence, stalking, sex trafficking and other issues that intersect with domestic violence against Native women.
- Organize and offer, in coordination with the ARP TA and Training Specialist and TAT Team, effective and contextualized, culturally relevant, training on TA/Training initiatives to domestic and sexual violence advocates and practitioners related to violence against Native women related to COVID-19, including emphasis on capacity building, leadership and organizational development, and including, as needed, COVID-19 focused information packets for domestic violence sexual assault advocacy programs, including administrative and programmatic issues.

- Identify COVID-19 related resource information for dissemination and inclusion in NIWRC's resource library, including, but not limited to available funding, program announcements, training events, news articles, research results, promising practices, information about programs and initiatives already underway that have made changes in their communities; to foster information sharing among parties interested in addressing the problem and developing creative solutions.
- Engage in capacity building and attend trainings for continuing education opportunities to assist job performance.
- Timely respond to requests for training and/or technical assistance and record in the NIWRC TA ticketing system as appropriate.
- 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.

Minimum Requirements:

- Education – Prefer a minimum of a B.A. or B.S. degree in an area of study deemed relevant. Master's degree preferred. Or demonstratable, comparable work experience.
- Experience – A minimum of four years working in the domestic/sexual violence field in Tribal communities.
- Knowledgeable about the impact and responses to the COVID-19 pandemic on survivors in indigenous communities
- Exceptional research, analytical, original 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.
- A demonstrated understanding of the history of American Indian 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.
- Ability to resolve issues quickly and make decisions in a collaborative culture. Demonstrated ability to develop and maintain effective working relationships.
- 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 directly pertaining to domestic and sexual violence, social and legal justice, systems advocacy, and social change; Tribal governments and the legislative process.
- 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:

- Collaborative
- Self-Starter

- Organized
- Reliable
- Respectful
- Excellent communicator
- Accountable
- Honest
- Strategically forward looking
- Competent
- Inspiring
- Ability to multitask and work under tight deadlines

Signature: _____ **Date** _____

Approved by: _____ **Date** _____

Note: Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time.