



Position Announcement
Free From Violence Coordinator

Bradley Angle is a dynamic social service organization offering safe shelter and supportive services to survivors of domestic violence and their children since 1975. We offer an array of holistic programs and services focused on economic empowerment, housing assistance, LGBTQ programming, Healing Roots (a culturally specific program for African American survivors), group support, emergency shelter and youth and family supports. We are accepting applications for the Free From Violence Coordinator position, who will dedicate themselves to an extensive build out of Youth & Family Services within our Healing Roots Department.

The ideal candidate will have experience providing culturally relevant support and advocacy to Black & African American communities who have been impacted by domestic violence. Of particular interest is your past experience developing adolescent programming within the social service industry. If you have experience working with/within these communities and domestic violence survivors and want to be part of a dynamic and growing organization with a strong legacy of innovation, then we want to hear from you!

STATUS: Full time, 1.0 FTE

SALARY: Starting \$19.96/hour; Medical, Vision, Dental insurance; Simple IRA, EAP, generous paid time off package

HOURS: 40 hours per week, variable

GRANT FUNDED POSITION: Yes

SUPERVISOR: Programs & Services Director

OBJECTIVE: To provide a structure and systems in order to effectively extend culturally specific services to 40-60 adolescents who identify as Black and African American survivors of domestic violence, in order to positively interrupt cycles of intergenerational trauma.

DUTIES/RESPONSIBILITIES:

- This Coordinator position is primarily responsible for the build out of a federally funded youth program in order to expand our efforts within our Healing Roots Department. The Free From Violence Pilot Project needs a Coordinator who has experience developing youth service offerings.
- Coordinate all sub contractors necessary to the Free From Violence Projects success. This includes workshop and support group facilitators and presenters in the area of movement, arts, homework support, mindfulness, parent support, dance, career training, and other experiential offerings. The ability to develop curriculum and plan event logistics is a critical facet of this position.
- Work alongside participants, co-workers within and outside of our Healing Roots Program, supervisor, community partners, and all other relevant stakeholders in a manner that is consistent with, and promotes, Bradley Angle Ethical Commitments and Bradley Angle Organizational Values.
- Work in coordination with our Healing Roots Coordination to serve whole families as they access both service offerings to boost the parent child bond post-traumatic life events.
- The ability and commitment to learn about Bradley Angle's other resources available to Healing Roots participants in order for effective resource brokerage within your department.
- Build and maintain partnerships in the community that enhance and strengthen resources available to participants and help promote/advertise program offerings.
- Maintain effective communication with all Bradley Angle staff to ensure seamless service delivery for all participants, including participation in monthly Leadership Meetings.
- Advocate for culturally specific/relevant services for the Black community within the larger agency, community and domestic violence movement.

ADMINISTRATIVE RESPONSIBILITIES:

- Perform oversight duties relative to all evaluation components for this pilot project and model effective and responsive management of key administrative responsibilities.
- Document services provided using Bradley Angle file standards and comply with program reporting requirements relative to Community Grants/Foundation & FVPSA on a monthly basis.
- Ensure all Evaluation data is inputted on a monthly basis.
- Review monthly Service Point reports to ensure contractual compliance.
- Comply with Bradley Angle policies and procedures, including maintaining strict confidentiality protocols.
- Attend required meetings, trainings, and workshops at Bradley Angle.
- 40 hours of computer-based training completed through Oregon Coalition

Against Domestic & Sexual Violence within first 12 months of hire.

STAFF & INTERN SUPERVISION:

- Supervise (2) Free From Violence Mentors and assist with the supervision of (1) Portland State Internship each year.
- Schedule & Facilitate consistent bi-monthly supervision sessions for (2) FVPSA Mentors and eventually integrate a team meeting to co-occur with the Healing Roots Department.
- Coach your team to effectively extend long-term culturally responsive mentorship to assist participants in the identification and achievement of future internal development and goals.

QUALIFICATIONS:

1. The ability to engage and relate to individuals from diverse backgrounds
2. Must be able to maintain data and records in an organized fashion.
3. Reading and writing skills which include the ability to access and utilize a variety of resource materials in a timely manner and an ability to maintain accurate records.
4. Respectful listening and verbal communication skills.
5. Working knowledge of computers with advanced organizational abilities.
6. Commitment to working with survivors of domestic and/or sexual violence and knowledge of violence, historical oppression and its effects on society.
7. Commitment to social change—including working to end domestic and sexual violence and all forms of oppression: racism, homophobia, sexism, classism, etc.
8. Understanding the intersections between domestic and sexual violence, racism, poverty, trauma and other forms of oppression.
9. Ability and willingness to work as part of a diverse team.

PREFERRED QUALIFICATIONS:

1. Two years of experience coordinating programs in a non-profit setting.
2. Lived experience and or direct work with the Black African American community required.
3. Understand the historic and current racism distinctly experienced by the African American Community and the community's distinct strengths and coping responses.
4. A degree in social work or related field; or at least four years relevant experience in direct service with marginalized communities required (impacted by racism, homophobia, poverty, alcohol and drug abuse, domestic violence, etc.).
5. Effective crisis intervention and conflict resolution skills.

6. One year of experience working with survivors of domestic violence.
7. Demonstrated knowledge of Portland area resources for adolescents.
8. Ability to organize and prioritize multiple tasks.
9. Ability to work independently, and as part of a team.
10. Valid driver's license and reliable motorized vehicle preferred.

APPLICATION PROCESS

Please review the qualifications we are looking for and take the time to look at our [website](#) to become familiar with our mission and programs. We want to read cover letters and resumes from qualified and interested candidates who take the time to respond to the specific dimensions outlined in this position announcement.

Please send your resume and cover letter to jobs@bradleyangle.org. Include "Free From Violence Coordinator Candidate" in the subject line. Applications will be reviewed over the next several weeks, with an application close date of November 15. We will contact qualified candidates as applications are submitted to schedule the first round of interviews.

Bradley Angle is an EEO/Affirmative Action Employer and does not discriminate on the basis of race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status, disability or any other legally protected status.