



**Family Systems Advocacy Assistant Director/
Linking Systems of Care Project Coordinator
Full-time Exempt Position
Grant Funded Position through September 30, 2022**

Job Description

It is the responsibility of every ODVN employee to uphold the mission and purpose of this agency. The Ohio Domestic Violence Network advances the principle that all people have the right to an oppression and violence-free life; fosters change in our economic, social and political systems and brings leadership expertise and best practices to community programs.

In addition, it is the expectation that all staff will communicate ethically and engage in providing excellent customer service. It is also an expectation that on the individual level all staff members will work to further their personal capacity to foster an environment of equitable and inclusive work culture based on the vision, purpose and values of our Diversity, Equity and Inclusion Strategic Action Plan, that is the foundation for all our work.

This job description defines areas for which an individual has primary responsibility and is not intended to limit the scope of the job in any way.

- Provide administrative, logistical and technical coordination for the coalition's contract for Project Management of the Linking Systems of Care (LSC) for Child and Youth Crime Victims.
- Support with the research needs and policy reviews for the LSC project.
- Assist with the development of written LSC project documents and training resources for systems addressing child and youth victimization.
- Support compliance with conditions and requirements of the LSC cooperative agreement and state contract. This includes timely responses to requests of federal funders, evaluators, national technical assistance providers and cross-site projects.
- Collect, monitor and maintain relevant project activity data.
- Support Stakeholder, Work Group and Research Team coordination and respective activities including needs assessments, gap analysis, tool construction and strategic planning efforts.

- Provide technical assistance to LSC project partners and Ohio systems that seek to enhance cross-system coordination for responding to child and youth victims of crime. Technical assistance includes in-state and out-of-state on-site support and meeting attendance as well as telephone/email consultation, research, provision of resource materials and group facilitation services.
- Assist with related event planning and project-specific communications planning and implementation.
- Professionally represent the LSC project through attendance at state- and federal-level meetings, intersecting organizational teams and external committees as requested.
- Perform other duties as assigned by the Linking Systems Project Manager/Family Systems Advocacy Director.

Preferred Qualifications

- Five (5) years relevant experience in the field of domestic violence, sexual violence, human trafficking, child welfare, child/youth trauma, community collaboration, anti-oppression or social justice work, legal services, or any combination thereof;
- A Bachelor's Degree is preferred and/or at least 3 years of experience in a domestic violence program
- Familiarity with state agencies and associations, victim service systems, child welfare and human services systems; and juvenile, domestic relations and criminal court systems;
- Knowledge of trauma, vicarious trauma, and trauma-informed organizational capacity building;
- Sensitivity to adult and child survivors of traumatic violence and crimes;
- Knowledge of systems advocacy and organizational policy/program development;
- Demonstrated strong writing skills;
- Demonstrated commitment to survivor-centered advocacy and social justice;
- Proficiency in Excel and Word;
- Demonstrated strong organizational skills;
- Demonstrated ability to handle multiple tasks and work independently;
- Valid driver's license, access to own transportation, and a willingness and ability to travel to in state and out-of-state meetings and conferences 3-4 times per year.

Compensation: ODVN offers highly competitive salaries based on experience, a generous benefits package including partially paid health insurance for employees and their children; other health insurance policies at low costs to employees such as dental, vision, and short term disability; Health Savings Account, Flexible Spending Account, retirement plan after one year of employment; and a generous and flexible accrued paid time off benefit.

Salary for this position will be based on experience.

This is a 12 month, grant funded position. The project will be completed in September 2022.

Location: Columbus, Ohio and statewide with potential for remote teleworking to be determined.

Application Process:

We value a diverse workforce and an inclusive culture. ODVN encourages applications from all qualified individuals without regard to race, color, religion, gender, sexual orientation, gender identity or expression, age, national origin, marital status, citizenship, disability, or veteran status.

To apply: Please submit a resume with a cover letter or equivalent, to Lisa DeGeeter, Family Systems Advocacy Director at lisad@odvn.org. Please do not submit anything by mail. No telephone inquiries please.

The review of applications will begin immediately. **Scheduling of initial interviews of first round candidates will begin the week of September 20, 2021** progressing until a qualified applicant is hired.

ODVN is an Equal Opportunity Employer

ODVN recognizes the relationship between domestic violence and oppression. Thus, it is committed to becoming an exemplary diverse, equitable and inclusive organization by:

- Welcoming diverse people and perspectives
- Focusing on areas of inclusion via advocacy, training and leadership

Ohio Domestic Violence Network
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