National Alliance to
End Sexual Violence

National Alliance to End Sexual Violence (NAESV)
Housing Project Coordinator

About NAESV: The National Alliance to End Sexual Violence is the voice in Washington for the 56 state and territorial sexual assault coalitions and 1300 rape crisis centers working to end sexual violence and support survivors.

Position Location: Remote

Summary: The Housing Project Coordinator is responsible for the coordination of all aspects of the NAESV's work to address sexual assault, homelessness, and housing consistent with the philosophy, values, and mission of NAESV.

Responsibilities

- Coordinate, plan, and facilitate activities of the National Sexual Assault Housing Collaborative.
- Analyze and interpret federal regulations and laws that relate to all aspects of sexual violence, with a particular focus on housing services and housing rights.
- Provide in-depth and targeted assistance and problem-solving technical assistance to partner organizations and grantees with regard to sexual assault survivors' access to housing.
- Create and review content on sexual assault survivors' housing rights (e.g. trainings, blog posts, social media, online toolkits).
- Create and update tools, templates, protocols, checklists, and guidelines regarding serving individuals who have experienced or are at risk for sexual violence (for the sexual assault and homeless services fields).
- Develop protocols and guidelines for integrating responses to the safety and privacy concerns of individuals experiencing sexual violence throughout homeless response systems.
- Create and distribute analyses of laws and regulations affecting sexual assault survivor's housing rights (including, e.g. email updates, tip sheets, in-depth analysis, national webinars/conference calls).
- Facilitate and document listening sessions and partner coordination conference calls.
- Provide trainings and presentations at national, regional, or statewide conferences.
- Manage grant deliverables, including developing project timelines, fulfilling reporting requirements, and completing grant reporting requirements.

Qualifications

Desired Skills and Abilities

- Knowledge about sexual violence and the intersection of SV and housing policy and practice.
- Familiarity with and experience analyzing legislation and regulations affecting U.S. housing policy, particularly with respect to individuals and families experiencing sexual violence.
- Ability to work independently and as part of a collaborative team (including other staff, other consultants, other organizations, and other professionals).
- Experience developing and providing training and technical assistance to sexual assault coalitions, service providers, government agencies, or similar audiences.
- Demonstrated superior skills in effective oral and written communication.
- Demonstrated excellent interpersonal and collaborative skills.
- Ability to handle multiple projects, manage time, evaluate progress and adjust activities to complete tasks within established time frames, and produce high quality work.
- Demonstrated skills in goal setting, problem solving, creative/analytic thinking, and organization.
- Knowledge of and ability to use computers and other resources to effectively accomplish work.
- Willingness and ability to travel to various locations for meetings and events.
- Commitment to the agency mission and to an egalitarian workplace.
- High level of ethical conduct.
- Bachelor's degree required; advanced degree in a related field or 5 or more years' related experience strongly preferred.

Working Conditions

NAESV strives for a fully inclusive work environment and expects all employees to fully accept all co-workers and participants regardless of race, religion, language, age, country of origin, sexual orientation, or gender identity.

Minimum starting salary (may be adjusted based on experience and locality): $70K

Benefits: Health insurance full coverage, dental, long-term disability, retirement contribution

Please send resume and cover letter to info@endsexualviolence.org.