

COMMUNITY RESPONSE COORDINATOR

Job Description

JOB SUMMARY

The Community Response Coordinator builds relationship with members, impacted communities, state and tribal partners and works to educate, advocate and organize survivor-led policy driven responses to violence against Native women and families. This position is responsible for the coordination of the overall victim of crime initiatives to support and inform the Policy & Advocacy department's strategic direction and will play a crucial role in advancing CSVANW's mission by coordinating, developing, and implementing a Coordinated Community Response (CCR) in applicable county(s).

EXEMPT

REMOTE/HYBRID

Reports to:

Policy & Advocacy Director

DUTIES AND RESPONSIBILITIES

- **Policy Advocacy:** Attends victim of crime related coordinated community response team meetings, multidisciplinary teams and taskforce meetings throughout CSVANW service region and advocates for broader tribal representation and engagement at the state level.
- **Advocacy:** Provides community awareness and resource development for tribal and systems-based advocates throughout service region to promote collaboration and retention of direct service providers.
- **Support:** Builds supportive and strategic relationships with impacted communities to develop, coordinate, evaluate and evolve the innovative efforts of strengthening advocacy for Native survivors in New Mexico.
- **CCR Coordination:** Develop, implement, and manage McKinley County's Coordinated Community Response team initiatives aimed at preventing and responding to violence against Native women, children, and families.
- **Reporting:** Supports grant writing and reporting including data entry and assessment of initiative efforts through different software.
- Compiles and collect data necessary for grant compliance, and falls under the supervision of the CCR Team Leader, New Mexico Coalition Against Domestic Violence.
- Performs other duties as may be assigned by the Policy & Advocacy Director.

SKILLS, KNOWLEDGE, AND ABILITIES:

- Requires a strong understanding of the unique challenges faced by tribal communities and a commitment to fostering a culturally sensitive and trauma-informed approach.
- Knowledge of operative standards and grant deliverables/reporting for nonprofit organizations; ability to develop, implement, and evaluate training curriculum.
- Successful track record in project coordination and setting project priorities and

deadlines; keen on organization and problem-solving skills that support sound decision making.

- Ability to work independently and collaboratively demonstrating good judgment.
- Experience or capabilities in public speaking, excellent verbal communication skills, knowledge of presentation software and slide projection tools.
- Establish and maintain effective interpersonal relationships and work collaboratively with a multidisciplinary team.
- Utilize computer equipment, software, and other electronic devices to perform work efficiently.

EDUCAITON/QUALIFICATIONS:

A combination of work/education and life experiences:

- Associates Degree in Human Services or a Bachelor's Degree in Psychology, Public Health, Social Work, or related field (or equivalent experience)
- Minimum of three (3) years' experience working in direct service, victim advocacy in a non- profit or within a tribal entity and/or
- Experience working in grassroots or community organizing efforts addressing social inequities, violence prevention, health equity, public health, or curriculum development with direct experience in program implementation.

SALARY & BENEFITS:

- Salary range: \$49,000-\$52,000.
- Full Time Position: 40 hours/week, offering flexible schedule with 2-3 days a week in office required.
- A competitive and well-balanced total compensation package including salary and benefits that promote positive health and wellbeing, engaging in cultural practices and creating work life balance.
- May be required to work weekends and/or during the evenings. At times, work may require travel to other locations throughout or outside of New Mexico.
- Must possess a valid driver's license and vehicle insurance.

TO APPLY:

- Submit your cover letter, resume, and three (3) professional references to Charolette Gonzalez, at cgonzales@csvanw.org.

DEADLINE TO APPLY: Open Until Filled

*CSVANW values your lived experience just as much as your education and work experience. We know that studies have shown that women and people of color are less likely to apply for jobs unless they meet every single qualification. We are building a movement grounded in kinship, inclusion, innovation, culture and healing, even if you don't meet all the qualifications- we still encourage you to apply. You might be the right person to join us! CSVANW is a survivor-led organization who is committed to centering the experiences of survivors.

CSVANW is dedicated to the principles of equal employment opportunity. In compliance with State, Federal and Tribal laws and regulations. We prohibit unlawful discrimination against applicants or employees on the basis of age, race, sex, color, religion, national origin, disability, military status, genetic information, or any other status protected by applicable state or local law.