



Prevention and Education Program – Community Educator

The WISE Prevention Education Program (PEP) facilitates programming to end gender-based violence in 23 towns across the Upper Valley of NH/VT. PEP represents WISE through its public messaging, outreach, events, professional development, and community opportunities.

The right candidate has experience creating and facilitating trainings, workshops, and events geared towards adult learning. This position will especially focus on engaging adults to learn more about WISE through their workplaces, social gatherings, and community collaborations. Must be committed to the mission of WISE to end gender-based violence.

Hours: Full time, exempt. Core hours are Monday – Friday 8:30 – 4:30 and as needed for presentation schedules. Early morning, evening and weekend hours required.

Location: This position is based out of the WISE Program Center in Lebanon, NH.

Reports to: This position reports to the Program Director and is a part of the Prevention Education Team.

Job Responsibilities

- Implement WISE trainings and presentations with adults in the Upper Valley community.
- Build and maintain working relationships with area organizations, businesses, and gathering places for adults.
- Develop strategies for engaging the community in WISE’s mission to end gender-based violence. Collaborate with WISE staff to implement intentional outreach and educational opportunities across our 23 towns.
- Identify areas of opportunity to increase WISE recognition and access.
- Collect and analyze data from trainings to assess efficacy and inform development.
- Create and support passive programming including WISE’s online presence and written materials.
- Organize WISE staff and volunteer professional development opportunities quarterly.
- Advocate with survivors of gender-based violence in the Upper Valley, including shifts on the 24/hour crisis line.
- Attend community, staff, and/or Board meetings, trainings and/or conferences as requested by the Executive/Program Director.
- Participate in the strategic and annual planning processes of WISE.
- Perform other duties for the overall functioning of the organization and those duties as requested by the Executive/Program Director.

Qualifications

- Minimum of 5 years professional experience and a demonstrated ability to create learning opportunities that are properly calibrated for the time, environment, topic and audience.
- Experience in the field of domestic or sexual violence survivor advocacy is helpful.
- Ability to connect quickly with diverse audiences with energy, enthusiasm and warmth.
- Strong written and verbal communication skills with diverse audiences and at different developmental stages.

- Competent regularly utilizing technology including *at least* Microsoft Suite and WWW.
- Strong grounding in and commitment to social change advocacy and a feminist framework for understanding gender-based violence.
- Reliable transportation, valid driver's license, required minimum vehicle insurance coverage.
- Ability to spend periods of time sitting and standing, to lift 40 pounds.
- WISE requires all employees to submit criminal background and driver's license checks, employment is dependent on findings.
- Successful completion of the WISE Advocate Training Program within 3 months of hire.

Benefits

- The salary range for this position is \$44,000 - \$46,000
- Other benefits include generous vacation time, 100% employee health premium coverage, and retirement fund contributions.

All WISE employees are expected to honor staff values and practice ethical communication.