



### **Advocacy: Family Violence Prevention Coordinator**

The Family Violence Prevention Coordinator is a part of WISE's Advocacy Team, responsible for providing sophisticated, well-coordinated advocacy for people impacted by gender-based violence. In collaboration with the NH Department of Children, Youth, and Families (DCYF), this position specializes in working with families experiencing the co-occurrence of child abuse and domestic violence. The FVPS works to increase the capacity of WISE to support victims who are involved in child protection cases; help child safety workers better understand the complex and far reaching impact of battering on families; and support families to establish resources and relationships for resiliency.

---

**Hours:** Full time, salary, exempt. Core hours are Monday – Friday 8:30 – 4:30. Occasional evening and weekend hours required.

**Reports to:** This position reports to the Program Director and is part of the Advocacy Team.

**Location:** The FVPC is based out of the WISE Program Center in Lebanon, NH with weekly appointments at the DCYF office in Claremont, NH. Advocacy takes place largely on site and in person at community partner locations, with some regular opportunity to work from home. The position requires a response time of less than 45 minutes to Lebanon.

### **Job Responsibilities**

#### ***Advocacy Team:***

- Participate on a team of advocates to realize WISE's mission of survivor-centered advocacy.
- Advocate with survivors and their community, including spontaneous and scheduled meetings at the Program Center, by phone, and institutional advocacy including at court/legal system, hospital/medical providers, and law enforcement.
- Coordinate and facilitate opportunities for survivor connection and community.
- Provide for back-up duties and responsibilities beyond WISE core hours (8:30 am – 4:30 pm) as necessary.
- Maintain clear, accurate and timely documentation in accordance with WISE's data collection and reporting requirements.
- 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 and the Advocacy team, with a particular responsibility for WISE's Safe Spaces Program.
- Perform other duties for the overall functioning of the organization and those duties as requested by the Executive/Program Director.

#### ***Family Violence Prevention:***

- This position requires a sophisticated understanding of child welfare systems and practices, an ability to navigate complex situation with enormous impacts on families, and skillful communication with community partner professionals.

- Understand DCYF policies, protocols and practices that impact families who have open assessments; support WISE staff and survivors to navigate the impacts of the child protection system successfully and access the necessary resources to parent their children safely.
- Provide education and consultation to DCYF on the impacts of domestic violence on families. This may include; review of the CPSW concerns, safety planning, providing information on local resources, education on current trends and best practices, and creating professional development opportunities.
- Receive and respond quickly to referrals made by DCYF.
- Provide confidential advocacy for victims grounded in their strengths and resilience in order to successfully navigate open cases with DCYF resulting in safer families. This may include accompaniment and meetings related to DCYF hearings, court hearings and legal proceedings, with social service providers, etc.
- Participate in regular NHCADSV and DCYF meetings.

#### Qualifications:

- Relevant educational or life experience equivalent of 4 years of higher education or 4 years of professional experience.
- Ability to work with many kinds of people, including professionals and people in crisis and/or with histories of trauma, and juggle many competing priorities while remaining kind, calm, and effective. Must be able to prioritize and multi-task.
- Preferred background in the field of domestic or sexual violence survivor advocacy or prevention, and/or sophisticated knowledge of the issues, and/or experience within the child welfare system.
- Strong commitment to social change advocacy, the Empowerment Model, and a feminist framework for understanding gender-based violence.
- Clear judgment, discretion and competency for complex situations.
- Computer literate in *at least* Microsoft Suite and WWW.
- Able to lift 40lbs, and stand or sit for long stretches
- Reliable transportation, valid driver's license, required minimum vehicle insurance.
- WISE requires all employees to submit criminal background and driver's license checks, employment may be dependent on findings.
- Successful completion of the WISE Advocate Training Program within 3 months.

WISE employees must honor staff values and practice ethical communication.

#### Benefits

- The salary range for this position is \$43,000 - \$45,000
- Other benefits include generous vacation time, 100% employee health premium coverage, and retirement fund contributions.

WISE encourages diversity in applications. Cover letter and resume can be submitted to [kate@wiseuv.org](mailto:kate@wiseuv.org).