



**Family Violence & Sexual Assault Institute (FVSAD), Institute on Violence, Abuse & Trauma (IVAT)
SAN DIEGO, CA**

POSITION TITLE: NPEIV Research Assistant Intern
REPORTS TO: Paloma Wiethorn Kochan, NPEIV Executive Assistant
HOURS: 9:00am – 5:00pm, flexible schedule (30 hours/week)
EMPLOYMENT STATUS: Part-time

INSTITUTE ON VIOLENCE, ABUSE & TRAUMA (IVAT)

Founded in 2005, IVAT is a non-profit organization located in San Diego, California. Our mission is to collaborate across disciplines to effectively address the implications of interpersonal violence across the violence through direct services, advocacy, and research-informed practices and policy. IVAT's mission is to improve the quality of life for individuals locally, nationally and internationally by disseminating information on interpersonal violence by conducting research and trainings, assisting with direct professional services, program evaluation, and consultations. We collaboratively build and host two international summits annually, many of which can be used toward specialty certificates and continuing education, and we provide professional and clinical services.

The National Partnership to End Interpersonal Violence across the Lifespan (NPEIV) is comprised of an international network of researchers, practitioners, and policy makers dedicated to addressing interpersonal violence through collaboration across seven action teams (Public Awareness, Training & Mentoring, Practice, Research, Public Policy, Dissemination/Translation, and Global Peace). Our objective throughout the year is to continue to build awareness through public campaigns, including social media outreach, advocacy and research to establish best practices addressing trauma experienced by individuals and communities, and the implications across the lifespan.

POSITION SUMMARY

The NPEIV Research Assistant Intern, under the general direction of the NPEIV Executive Assistant and/or Executive Director, will be responsible for collecting social scientific research, case law, Federal and State statutes, and both domestic and international current events. In addition to participating in the collection of data, responsible for working on a team to interpret intersectional research on trauma for peer-review publication and/or white papers. We are seeking committed students or professionals seeking further development in research with concentrated areas of interest in: interpersonal violence, sexual abuse/assault, childhood trauma, intergenerational trauma.

TYPICAL DUTIES AND RESPONSIBILITIES:

This is not an exhaustive task list but a list which provides the candidate with an idea of job expectations.

1. Attend weekly meetings to discuss areas of need for research to address interpersonal violence and implications of trauma.

2. Responsible for being familiar with social scientific research on child sexual abuse, interpersonal violence, adverse childhood experiences (ACEs), and victimology.
3. Reviewing case law, Federal and State statutes for civil, criminal, family and juvenile legal systems, including being aware of best practices for practitioners that directly interact with traumatized populations.
4. Responsible for timely submission of research to the NPEIV Executive Assistant.
5. Special Projects:
 - i. IVAT is a non-profit that has multiple partnerships in the community, nationally, and internationally. Research Assistants may be allocated to specific Action Teams for specialized projects, majority or work products will be conducted remotely.
 - ii. Research projects include analyzing trauma-informed models, victimization studies, and best practices.
 - iii. Research concentrated on trauma will emphasize intersectionality, intergenerational trauma and recommendations for practitioners for public campaigns.
 - iv. Will attend annual Think Tank as a notetaker and draft an executive summary that will be submitted to the NPEIV board to review.
 - v. Responsible for collecting research and news articles that will be incorporated into social media campaigns and outreach.
6. Other relevant duties as assigned.

POSITION REQUIREMENTS:

Education: Minimum of a Bachelor's Degree required.

Experience:

- A degree in Anthropology, Criminology, Psychology, Sociology, Social Work or generalized Social Sciences are preferred.
- Prior knowledge and experience in the fields of violence, abuse or trauma preferred.
- Working knowledge of advanced planning; ability to initiate tasks and projects.
- Demonstrated competency in advanced statistics (provide unofficial transcripts in application).
- Proficient in Microsoft Office Suite Applications; Working knowledge of Microsoft Word, and Excel.

Skills, Knowledge and Abilities:

1. Ability to use sound judgment to achieve positive problem solving and reach successful decisions; knowledge to know when to consult a supervisor or manager.
2. Ability to effectively interface with the public within an organization at all professional levels including staff and supervisors.
3. Help to create a positive team environment. Exhibit willingness and enthusiasm to work with internal and external team members and community partners.
4. Ability to effectively articulate positions in writing and verbal presentation.
5. Ability to successfully work individually and as a team member.
6. Ability to manage multiple tasks and projects with attention to detail and follow supervisor's instructions.

7. Ability to effectively prioritize tasks and maintain a productive workload.
8. Ability to practice IVAT's values of harmony, integrity, courage and excellence.

Other Requirements:

1. Committed to the mission and vision of IVAT as an agent of change organization.
2. Maintain a professional appearance and demeanor, and communicate effectively with peers and supervisors.

