Coordinated Community Response Focus Site  
Community Organizer Position within NMCADV

NATURE OF POSITION: Starting in the Spring of 2023 the NMCADV Coordinated Community Response Project (CCRP) is furthering an ongoing effort to enhance victim/survivor safety and promote offender accountability across systems by hiring a Community Organizer to assist in the development of a CCR team in their immediate area. The overall goal is to increase the capacity of systems to respond effectively by continually assessing the system response and helping providers to identify challenges and explore solutions within their communities.

This position is responsible for providing coaching and technical assistance to their assigned CCR Team. The organizer is responsible for bringing together professionals from several agencies that respond to domestic violence in an effort to enhance safety for victims and hold offenders accountable. Duties include: Meeting with key community partners, shadowing departments to gain knowledge and insight into each partner's role, reviewing policy documents, conducting training and needs assessments. Facilitate programs by coordinating various workshops, on-line and in-person classes or seminars for community partners. This position may involve some in-state and out-of-state travel.

Position type: FT (32 hours), Exempt  
Reports to: CCR Team Leader  
Location: Community based position  
Salary: Competitive and DOE  
Benefits: Full benefits package 100% covered for employee paid by NMCADV. This includes: medical, dental, vision, short-term and long-term disability, life insurance, 10+ paid holidays and the week between December 25th and January 1st, vacation time, sick time, and a 4-day work week.

To apply: Priority is given to applications received by 5-16-2023, posting open until filled. Send resume and 3 professional references to: melissa@nmcadv.org

ESSENTIAL JOB FUNCTIONS:
The CCR Community Organizer will actively engage with community partners to develop/enhance, implement, evaluate, and maintain a Coordinated Community Response. The Community Organizer will serve a key role in the response team and will provide training, coaching, forums for learning and discussion and other resources needed to establish, promote, and sustain an effective Coordinated Community Response.

The position will compile and collect data necessary for grant compliance, and falls under the supervision of the CCR Team Leader, New Mexico Coalition Against Domestic Violence.

External Tasks:  
Understand and assist in organizing activities using the Duluth Model method of developing a coordinated community response.

1. Assist in building, organizing, maintaining, and overseeing the coordinated response team  
2. Work in partnership with governmental agencies in the development of policy, protocol and practice guidelines that enhance the safety of victims, hold offenders accountable and improve the systems response to survivors  
3. Be present and hold a consistent presence in the community to establish/ build upon relationships with partners  
4. Actively engage in learning the different systems, roles, and responsibilities by shadowing, ride-alongs, sit-alongs, training with, and learning from key community partners.
5. Work in partnership with local, community domestic violence advocates, to meet the needs of victims through systemic changes across government and community-based agencies.
6. Initiate reports on progress, and other reports as needed.  
7. Conduct focus groups of survivors to promote a clear understanding of practices and policies which impede survivor safety and offender accountability  
8. Maintain knowledge and skills of promising practices developed by other teams in the state and facilitate networking opportunities between teams and or team members.
**Internal Tasks:**
1. The ability to identify gap and opportunities for growth by helping to implement promising practices and policies.
2. Identify methods of effectively connecting providers with various facets of the system.
3. Attend NMCADV training as directed.
4. Assist with training and conference site set up, registration, and collecting signatures for continuing education credits.
5. Collect and record information to be included in programmatic reports to the federal granting agency.
6. Work collaboratively with the different projects within NMCADV to meet the mission and vision of the organization.
7. Maintain positive relationships with funding agencies and punctually submit all required information for program reports to the supervisor.
8. Complete all required administrative documentation, reporting, and meet administrative deadlines related to employment.

**Qualifications:**
Bachelor’s degree and at least one year of experience working with victims or perpetrators of domestic violence, or with CCR Teams, or completion of a master’s degree in a relevant program or an equivalent combination of education and experience, substituting one year of qualifying experience for each year of the bachelor’s degree. The applicant should be comfortable conducting face-to-face and webinar training and facilitating meetings or seminars of varying sizes with diverse audiences.
1. The ability and desire to build consensus and partnerships across governmental and non-governmental agencies.
2. Related experience working on issues of violence against women, domestic violence and system coordination.
3. Extensive knowledge of the range of legal and social policy issues that affect survivors and their families, including women of color, immigrant women, and other marginalized groups.
4. Knowledge of domestic violence and how it relates to other forms of oppression.
5. Strong interpersonal and problem-solving skills with emphasis on maintaining relationships and building rapport with all partners.
7. Ability to conduct or oversee focus groups with survivors, offenders, government workers and community-based workers.
8. Experience in or ability to map how agencies process domestic cases and analyze for safety and accountability gaps.
9. High level effort, initiative, and flexibility. Self-motivated with exceptional organizational skills.
10. Ability and desire to work both independently and as part of a team
11. Ability to communicate clearly and effectively (written and verbal) with collaborating agencies, co-workers, and the public.
12. Ability to nurture a stimulating and productive work environment that encourages respect, equity and personal development.
13. Experience providing education and training programs required.
14. Ability to understand and maintain confidentiality.

This job description should not be interpreted as all-inclusive. It is intended to identify the essential functions and requirements of this position. The incumbents may be requested to perform job-related responsibilities and tasks other than those stated in this job description.