



JOB POST

Community Outreach Program Coordinator

Bilingual English/Spanish Required

Post Date: January, 2020

Type: Full Time

Start Date: ASAP, no later than March 2, 2020

North Brooklyn Coalition Against Family Violence is a grass-roots, community based, non-residential program that seeks to support survivors of domestic violence and sexual assault through direct service and through community outreach and education. This is an opportunity for a passionate advocate to grow organizing, administration and clinical skills at an expanding organization (approved site to receive LCSW hours).

Position Description: Full-time Program Community Outreach Coordinator must be bi-lingual (English and Spanish) and will collaboratively supervise our Community Organizers and provide organizational leadership. The Coordinator will coordinate the outreach assignments, outreach clinics, Survivor Leadership program, review all outreach notes, and organize all organizational outreach events. The Coordinator will assist in providing individual and group counseling in English and Spanish to survivors of domestic violence and sexual assault. This is an excellent opportunity to utilize community-organizing skills in a supportive, community-centered, and survivor-focused organization. The Program Coordinator will coordinate outreach activities and supervise program staff. The Coordinator will report directly to the Deputy Director.

Competencies & Qualifications:

- Bilingual English/Spanish is required
- Master's degree in Social Work or related field preferred
- Demonstrated commitment to Leadership Development in Communities of Color
- Ability to hold nuanced concepts around safety and leadership
- Supervisory experience
- Familiarity with Community Organizing concepts

Duties will include:

- Collaboratively coordinating our Leadership Program
- Providing counseling to survivors
- Co-facilitating support groups
- Organizing and facilitating leadership groups, trainings, and organizational meetings & forums
- Providing coaching and support to Survivor-organizers



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- Receive bi-weekly supervision
- Supervisory responsibilities
- Coordinating and attending organizing/outreach activities inclusive of community meetings, celebrations & events (some evenings)
- Other duties will be assigned as needed.

Applicants must submit a resume and cover letter to hr@northbrooklyncoalition.org. Applicants that do not submit cover letters will not be considered.

Salary: \$61,000, full benefits and generous time off.

Hours: Monday – Friday 10 AM – 6 PM with a minimum of two days 12 PM – 8 PM as needed, some weekends may be required.

The North Brooklyn Coalition Against Family Violence is committed to providing equal opportunity employment to all qualified individuals and endeavors to hire individuals of diverse races, colors, creeds, ethnicities, religions, genders gender identities or expressions, ages, sexes, sexual orientations, national origins, disabilities and citizen, martial protected veteran and HIV statuses.