SOUTHWEST INDIGENOUS WOMEN’S COALITION
POSITION ANNOUNCEMENT

Program Specialist (Telecommuting Position)

Opening Date: March 12, 2015
Closing Date: March 31, 2015

The Southwest Indigenous Women’s Coalition (SWIWC) is a statewide nonprofit tribal domestic violence (DV) and sexual assault (SA) coalition located in Mesa, Arizona with a branch office in Chinle, Arizona. Through training, technical assistance, policy development, and awareness building, SWIWC works to increase the capacity of member programs and tribes to address and respond to the violence occurring in their communities.

Primary Responsibilities:
The Program Specialist will: 1) work to enhance the response to violence against Native women at the federal, state, and tribal levels, 2) assist tribes in developing and promoting state, local, and tribal legislation and policies that enhance best practices for responding to violence against Native women, 3) manage, coordinate and implement training and technical assistance to coalition membership and tribal communities, and, 4) attend and participate in tribal, regional, state, and national meetings as appropriate.

Qualifications:
Bachelor’s degree in human services, social work, or other related degree or a minimum of 4 years of combined relevant education and domestic and/or sexual violence experience. Must have experience in presenting on topics related to domestic and sexual violence; familiarity with victim centered advocacy; familiarity with tribal governments and communities; familiarity with policy development and the tribal legislative process; excellent organization, communication, presentation and writing skills; the ability to work independently as this is a telecommuting position; the ability to oversee numerous projects simultaneously and have sound problem solving skills; strong leadership skills; the ability to work with various computer programs; and the ability to work and communicate positively, respectfully and collaboratively with member programs and tribes. Experience in grant writing and management is a plus.

This is a grant-funded position. Salary Range is $45,000 – $50,000/year.

To Apply:
Please send a letter of interest and current resume to:
Southwest Indigenous Women’s Coalition
P.O. Box 42276
Mesa, Arizona 85274
or E-mail to: leanne.guy@swiwc.org

SWIWC is an Equal Opportunity Employer