



Asian/Pacific Islander Domestic Violence Resource Project

Outreach and Training Coordinator

This is a Full Time (35 hours/week) hybrid position, requiring 2 day in the office or on-site outreach per week.

Asian/Pacific Islander Domestic Violence Resource Project's full-time Outreach and Training Coordinator is part of the Outreach and Training Program.

About A/PI DVRP:

Asian/Pacific Islander Domestic Violence Resource Project (A/PI DVRP) supports and mobilizes Asian/Pacific Islanders to build safer communities by responding to harm and striving to end gender and power-based violence.

Since 1996, the Asian/Pacific Islander Domestic Violence Resource Project (DVRP) has provided services to survivors of domestic violence and sexual assault in Washington DC, Maryland and Virginia. Visit our website to learn more: <https://dvrp.org>

About the Outreach and Training Program:

Our outreach & training team is committed to building power with our community to understand and end gender & power-based violence. We approach our work by seeing coming together and learning as sites for empowerment and healing. Our team strives on serving three purposes: 1) Fostering Connection & Building Community, 2) Destigmatizing Difficult Conversations & Facilitating Ongoing Education, 3) Disrupting Systems of Harm & Nurturing Healing.

About the Outreach and Training Coordinator (OTC):

It is an exciting hands-on opportunity for individuals interested in being a part of the movement to end gender & power-based violence. The OTC will support in creating and implementing our communications strategy, building our curriculum and facilitating trainings, and overseeing our peer organizers training cohort. The CIC reports to the Outreach & Training Program Manager.



This is a full-time position (35 hours/week). It is a hybrid position, requiring 2 day in the office or on-site outreach per week.

Primary Responsibilities:

- **Oversee the Peer Organizers Training Cohort (25%):**
 - In FY24, DVRP has an exciting project where we will be training a cohort of survivors and community members to be community leaders in the prevention of gender & power-based violence. This cohort will have members of our communities and will need immense care and support as we develop relationships with them. This role will be instrumental in imagining and implementing the program.

- **Communications Strategy and Implementation (20%):**
 - Develop DVRP's communications strategy to reach different audiences within the greater DMV area and the pan Asian community
 - Manage DVRP's social media: Instagram, Twitter, Facebook and build campaigns which support DVRP's outreach and public education efforts
 - Manage DVRP's blog by coordinating guest blog writers, write blog posts, and op-eds
 - Coordinate monthly newsletters and awareness month campaigns
 - Ensure the vitality of language access in our communications

- **Curriculum Development and Facilitation of Trainings: (20%)**
 - Support with building curriculum on gender and power-based violence, and trauma
 - Facilitate or co-facilitate trainings, listening sessions, and healing spaces once trained in DVRP's current curriculum

- **Nurturing and Fostering Community Connections: (20%)**



- Foster new partnerships with A/PI community leaders, organizations, and faith-based institutions to increase their knowledge of domestic violence and sexual assault resources and how to appropriately refer survivors in their community;
 - Create spaces of care and safety for A/PI survivors that DVRP is serving, where survivors are able to connect with each other and create community.
 - Engage with DVRP's current community partners and strengthen partnerships.
 - Attend community and coalition meetings in the anti-violence field.
 - Identify gaps in DVRP's outreach efforts and identify communities with whom DVRP can connect with.
- **Providing Technical Assistance to Other Organizations: (10%)**
 - Provide technical assistance to other organizations on how to hold trauma-informed and survivor centered healing spaces, and listening sessions
 - **Other Responsibilities: (5%)**
 - Support in providing technical assistance to other organizations
 - Other related duties as assigned by the Program Manager

An ideal candidate for this position will bring a variety of experiences and attributes to DVRP including:

- Curiosity to learn and center practices of care and healing;
- 2-3 years of community building, organizing, advocacy, training, or outreach with marginalized communities;
- Fluency in English and at least one other A/PI language is required
- Proficient in social media and with writing for websites with different audiences
- Excellent Presentation, Facilitation and curriculum development skills
- Strong writing and organizational skills with high attention to detail

Eligibility:

Eligible candidates must meet the following criteria:

- Applicant must be authorized to work in the United States
- Residence within travel vicinity of the DC, Maryland, and Virginia area

Compensation:



The salary range for this position is from \$51,000- \$54,000 per year based on a 35-hour work week.

Benefits:

DVRP recognizes and support healthy work-life balance policies, including operating on a 35-hour workweek, and offers a generous benefits package, including 20 days of paid vacation, 10 days of sick leave, 4 paid R&R leave, 11 paid Federal holidays and end of the year office closing days from Christmas to New Years Day. Additionally, the office is closed for staff rest and recuperation for a week in August. Staff also have access to \$500 wellness funds/fiscal year.

Employees are eligible to sign up for Medical and Dental Insurance & Retirement Plan effective on Hire Date and Employer matched 401(k) plan (4% match rate). Employees have access to Professional Development, employer-paid health (up to \$650 premium coverage per month) & full dental premium coverage insurance.

Applications:

To apply for the position, email your resume, cover letter, and a sample of your work (a brochure, presentation, etc.) to hr@dvrp.org with the subject “Outreach and Training Coordinator” by 5pm on January 2nd, 2024. We will be responding to applicants on a rolling basis. However, we will not be responding to phone queries about the position.

DVRP is committed to equal opportunity in employment and, in accordance with the District of Columbia Human Rights Act of 1977, as amended, does not discriminate on the basis of “race, color, religion, national origin, sex, age, marital status, personal appearance, sexual orientation, gender identity, family responsibilities, matriculation, political affiliation, genetic information, disability, source of income, and place of residence or business.