

Program Manager

Full-Time, Exempt

Salary: \$50,000-\$55,000



The Michigan Coalition to End Domestic and Sexual Violence (MCEDSV) is seeking a qualified candidate for the Program Manager position. This full-time role, requiring 37.5 hour per week, is based in our Detroit or Okemos, MI office and offers a competitive salary and benefits package. The ideal candidate will be essential in driving our mission and vision forward by developing policies and prevention strategies aimed at fostering inclusivity and support for all survivors.

Mission and Vision of Michigan Coalition to End Domestic and Sexual Violence

MCEDSV is dedicated to the empowerment of all the state's survivors of domestic violence, sexual violence, and human trafficking. Our mission is to develop and promote efforts aimed at the elimination of all domestic and sexual violence, including human trafficking, in Michigan.

MCEDSV is Michigan's catalyst for creating empowered and transformed individuals, communities, and societies committed to building a lasting legacy of equality, peace and social justice, where domestic violence, sexual violence, and human trafficking no longer exists.

Position Overview

The Program Manager is responsible for the development and implementation of a wide range of statewide initiatives aimed at promoting best practices in domestic and sexual violence intervention and prevention. The Program Manager will engage in policy analysis and advocacy, working closely with stakeholders to shape policies that promote the rights of survivors and contribute to systemic change.

The Program Manager will assume the following typical duties:

Prevention

- Support MCEDSV's work on outer layer prevention of domestic and sexual violence and intervention of violence.
- Work to support grant development, grant management, grant reporting, training, and deliverables.
- Create and deliver training to a variety of audiences.
- Organize and provide staff support to work groups convened to guide the development and implementation MCEDSV, our membership and other stakeholders.
- Participate in a variety of state-level or national-level work groups, including representing the agency at a variety of state or national meetings.
- Develop intersectional, trauma-informed, survivor-centered curricula and training materials regarding domestic and sexual violence and human trafficking related issues.
- Other duties as assigned.

State Policy

- Collaborate with stakeholders to create, review and revise nonpartisan policies.
- Advocate for policy changes at local, state, and national levels that promote the rights and protections of survivors and address systemic barriers to justice.
- Develop and deliver training programs for staff, member programs, partners, and community members on policy implications.
- Work with governmental and non-governmental organizations to ensure state policies reflect the needs of survivors.
- Establish mechanisms for monitoring the implementation and effectiveness of policies.
- Engage with survivors and community members to gather input on policy development and advocacy efforts, ensuring their voices are heard in the decision-making process.
- Other duties as assigned.

We are seeking someone who brings the following expertise, skills, and attitudes to the work:

- Understand an intersectional, survivor centered, trauma informed framework.
- Solid grasp of Michigan's political landscape.
- Demonstrated 3 years of experience providing direct service working with survivors of domestic, sexual violence or trafficking. Must have worked directly with survivors in an empowerment-based framework.
- Deadline-drive work, demonstrate ability to work efficiently and meet tight deadlines.
- Demonstrated experience in creating and implementing local, state or national policies related to domestic and sexual violence and human trafficking.
- Produce high-quality written materials and reports.
- Experience in social justice, systems advocacy, community work, or social change work preferred.
- Ability to work in a collaborative environment.
- Understanding of information literacy and a deep interest in learning/professional development.
- Experience in public speaking, training, technical assistance and written communication on domestic and sexual violence and human trafficking related issues via multiple mediums and/or to a diverse audience.
- Experience developing intersectional and culturally responsive training and technical assistance materials regarding domestic and sexual violence and related issues is preferred.
- Proficient computer skills in Microsoft Office (including: PowerPoint, Teams, and Office 365), online resource sharing tools, and website software.

Requirements

- **In-Person Training:** Ability to facilitate in-person training sessions.
- **Statewide Travel:** Willingness to travel throughout Michigan as required.

Reporting Structure

The Program Manager will report to the Program Director and will not oversee any staff.

Commitment to Diversity

MCEDSV seeks and supports a multi-racial, multi-ethnic, and multi-cultural workplace for the benefit of our organization, our work, and our movement to end violence. We strongly encourage applicants from racially or ethnically diverse communities, LGBTQ+ communities and individuals with disabilities to apply. MCEDSV is an equal opportunity employer.

Health and Safety

MCEDSV has a mandatory Covid-19 vaccination policy in place and will follow public health safety protocols as necessary.

Application Instructions

Interested candidates should submit their resume, cover letter, and contact information for three professional references to applications@mcedsv.org