



DELAWARE COALITION AGAINST DOMESTIC VIOLENCE

Breaking the cycle of violence.

JOB ANNOUNCEMENT

Title: Policy Specialist

Reports To: Director of Advocacy & Policy

Status: Part-Time (20-25 Hours/Week)

Primary Responsibilities: The Policy Specialist is a key member of the advocacy and policy team and provides support on a variety of DCADV initiatives. Primary responsibilities include working with the Director of Advocacy & Policy on initiatives in Delaware and nationally. This will include efforts to enhance service coordination and implementation of trauma-informed approaches with member programs and community service partners including those in mental health, healthcare, and public health to improve access to services for victims of domestic violence.

Job Responsibilities:

- Assist in the research and analysis of domestic violence public policy at the local, state, & federal levels.
- Identify emerging policy issues through networking with other community, state, and national organizations.
- Represent the Coalition at meetings and collaborate with partners on task forces, work groups, and committees to improve the access of services for victims of domestic violence and promote prevention efforts.
- Maintain state of the art knowledge on trauma effects and trauma informed services to inform development of programs and policy as well delivering training to the advocacy community.
- Provide training on topics related to policy and systems advocacy.
- Provide technical assistance to member organizations, advocates and community partners on issues related to domestic violence such as the coordinated community response, confidentiality, impact of trauma, and trauma informed response, and underserved victims such as those with mental illness or a disability.
- Provide support to the DCADV Policy Committee and on legislative advocacy efforts
- Write reports and other documents related to the work of DCADV
- Perform other duties as assigned by the Director of Advocacy & Policy.

Qualifications:

- Expertise in domestic violence intervention and prevention; Delaware Domestic Violence Specialist Certification preferred;
- Bachelor's degree in women's studies, sociology, criminal justice or related field required;
- Understanding of policy issues related to domestic violence, especially those related to mental health, disabilities, or public health.
- Demonstrated communication and networking skills;
- Experience in administrative support or document and information management;
- Willingness and ability to constructively confront issues of gender, race, ability and oppression and a commitment to diversity and an ability to work with a variety of persons
- Advanced technology skills, including, proficiency in Windows (including Word, Excel, and PowerPoint) and online communications; and
- Ability to travel statewide with access to personal means of reliable transportation required

DCADV is a statewide, nonprofit, systems and social change advocacy agency located in Wilmington, DE. We are an Equal Opportunity Employer. Qualified applicants are considered for employment without regard to age, race, color, religion, sex, national origin, sexual orientation, gender identity or expression, disability or veteran status. If you need assistance or an accommodation during the application process because of a disability, it is available upon request. DCADV is pleased to provide such assistance, and no applicant will be penalized as a result of such a request. Interested candidates should send resume and cover letter to jobs@dcadv.org.