



Job Announcement—

Campus Coordinated Community Response (CCR) Program Manager (Full-Time)

About Our Organization

The National Organization for Victim Assistance (NOVA) is a recognized leader in the victims' rights movement. Since 1975, NOVA has advocated for the advancement and enforcement of victims' rights; championed dignity and compassion for victims and survivors of crime; and promoted the professionalization of victim advocacy.

NOVA is the Training & Technical Assistance (TTA) Provider for Campus Coordinated Community Response for the U.S. Department of Justice Office on Violence Against Women (OVW) Campus Program. As the TTA provider, NOVA coordinates and facilitates in-person and virtual trainings and provides TTA support to colleges and universities developing and sustaining coordinated community response (CCR) teams to address domestic violence, dating violence, sexual assault and stalking (DVSAS) on college campuses. TTA includes designing and facilitating virtual and in-person skill-building training; developing written deliverables to support the development and sustainability of campus CCR Teams; providing direct support to a cohort of grantees; and providing customized technical assistance to colleges and universities in developing systemic, culturally relevant, and trauma-informed coordinated community response to campus DVSAS.

Position Description and Duties

NOVA seeks a mission-focused, experienced, and collaborative professional to serve as the Campus Coordinated Community Response (CCR) Program Manager. NOVA seeks an individual who values and prioritizes diversity, equity and inclusion and who holds significant experience in developing skill-based trainings and providing technical assistance to domestic violence, dating violence, sexual assault and stalking coordinated community response (CCR) teams on campuses.

The Campus Coordinated Community Response (CCR) Program Manager will manage all aspects of program development, as well as design and deliver training and technical assistance (TTA) to institutions of higher education for NOVA's Campus Training and Technical Assistance Program.

The Campus CCR Program Manager will also support other NOVA initiatives outside of the OVW TTA grant in the areas of victim assistance, crisis response, and campus advocacy, as time allows. Such support may include assisting with the coordination and delivery of NOVA's Annual Training event, Campus Advocacy Training (NCAT), as well as other on-line and in-person NOVA training.

The Campus Coordinated Community Response Program Manager reports to the Assistant Director of NOVA's Campus Training and Technical Assistance Program.

Major Responsibilities:

Under the leadership of NOVA's Director of Training & Technical Assistance and Assistant Director of the Campus TTA Program, the Campus CCR Program Manager will perform all of the following responsibilities:

- Manage all aspects of the implementation of NOVA's Campus CCR TTA Program.
- Provide trauma-informed, culturally relevant technical assistance on building and sustaining coordinated community response to institutions of higher education funded by the Department of Justice, Office on Violence Against Women campus program, including the provision of customized TA; designing and delivering campus virtual and in-person site visits, facilitating peer-to-peer support, and resource sharing.
- Design and implement in-person and virtual training and webinars for colleges and universities on coordinated community response.
- Facilitate the national CCR campus advisory committee.
- Serve as a Campus CCR subject matter expert.
- Maintain documentation of the provision of technical assistance and prepare grant reports.

- Contribute to the development of grant deliverables including fact sheets, infographics, webinars, training videos, and toolkits.
- Collaborate with NOVA's Campus TTA Team and partners to identify emerging issues in campus victim assistance and strategies for supporting colleges and universities.
- Participate in ongoing professional development provided by NOVA.
- Participate in NOVA's victim assistance helpdesk, including serving on the staff on-call roster during business hours to provide trauma-informed support, information and referrals to victims of crime.

Qualifications:

This is an excellent opportunity for a highly motivated professional to assume a leadership role in a fast-growing, highly respected national organization. We are seeking an individual of exceptional abilities with a respected track record. To be considered for this position, candidates should possess the following:

- Bachelor's degree required, advanced degree preferred.
- Minimum 3-5 years of experience in the provision of training and technical assistance.
- Demonstrated expertise in CCR responses to domestic violence, dating violence, sexual assault and stalking on college campuses.
- Foundational knowledge in access and inclusion, intersectionality and cultural responsiveness.
- Bilingual preferred.
- Excellent management and communication skills.
- Highly detail oriented.
- Ability to creatively problem-solve and make and implement decisions quickly and soundly.
- Ability to work with a wide range of people representing various backgrounds, levels of training, and career stages.
- Knowledge and passion for NOVA's mission and victims' rights.

Position Details:

- **Location:** Remote
- **Work Environment:** NOVA strives to offer a flexible, trauma-informed workplace that values personal and professional development.

- **Salary:** Salary is commensurate with experience, with a set range of \$65,000-\$75,000.
- **Travel:** Up to 20% travel is required.
- **Employee Benefits** include the following competitive package:
- 80% of an employee and their dependents' medical, vision and dental coverage
- Paid time off (10 vacation days, 10 wellness days for new employees) and 12 paid federal holidays
- 36-hour work week with ½ day Fridays
- 401K plan with a 4% match and 2% employer contribution
- Paid Parental Leave and Family Leave
- Employee Sabbatical Program

Application Details:

- To apply please email cover letter and resume to resume@trynova.org and add "CCR Program Manager" to the subject line.
- Position will remain open until filled. No phone calls please. Due to the volume of applicants, we will only contact individuals invited to interview.
- NOVA values and embraces diversity and equal opportunity and is dedicated to offering welcoming programmatic, attitudinal, and physical environments that enable diverse populations to freely access our facility and its services. People of Color, LGBTQIA+ persons, survivors of violence and women are strongly encouraged to apply. NOVA is committed to providing an inclusive, welcoming and safe environment.