



JOB ANNOUNCEMENT

Closes: February 12, 2016

Position: Prevention and Education Policy Specialist
Status/Hours: Full-time; non-exempt
Salary: Established range; dependent on experience

The California Partnership to End Domestic Violence (the Partnership) is California's recognized domestic violence coalition, representing over 1,000 advocates, organizations and allied groups. With offices in Sacramento, the Partnership's diverse membership spans the entire state. Through our public policy, communications and capacity-building efforts, we align prevention and intervention strategies to advance social change.

The Partnership believes that by sharing expertise, advocates and policy-makers can end domestic violence. Working at the state and national levels for nearly 40 years, the Partnership has a long track record of successfully passing over 200 pieces of legislation addressing domestic violence. Every day we inspire, inform and connect all those concerned with this issue, because together we're stronger.

The Partnership has an opening for a full-time, grant-funded **Prevention and Education Policy Specialist**.

POSITION SUMMARY:

Under the guidance and direction of the Public Policy Manager, the Prevention and Education Policy Specialist is responsible for leading and implementing the Partnership's Adolescent Dating Abuse Policy Project and related strategies: (a) Coalition-building with state-level education leaders and allied disciplines; (b) Communications strategies to shift narratives, frames and messages; and (c) Developing and informing school policies pertaining to adolescent dating abuse prevention and response. To learn more about this specific project, visit: <http://www.cpedv.org/general-information/prevention-policy>.

Education and Experience:

1. Degree in Public Policy, Public Administration, Education Policy, Public Health Policy, Social Work or related field;
2. Demonstrated experience successfully facilitating multi-disciplinary coalitions;
3. Experience developing and advocating for administrative policies, institutional reforms and/or systems changes;
4. Experience gathering evidence on best practices and synthesizing research into policy recommendations and position papers ;
5. Experience with government-funded projects (e.g., grant-writing, contract compliance and statistical reporting).

Required Skills, Knowledge and Abilities:

1. Commitment to the Partnership's Vision, Mission, Guiding Principles of Unity, and Cultural Competency Standards;
2. Knowledge of and/or experience with education policy and public health fields, California-specific experience preferred;
3. Excellent written and oral communication skills;
4. Understanding of adolescent dating abuse and prevention principles, concepts and strategies;
5. Excellent organizational and time-management skills;
6. Strong facilitation, communication and interpersonal skills with an appetite for networking and relationship-building;
7. Ability to be self-directed and strong collaboration skills to work across internal and external teams;
8. Proficiency in word processing, spreadsheet, presentational and internet applications, including Microsoft Office programs;
9. Access to reliable transportation and ability to travel as needed to complete job duties; valid driver's license and proof of auto insurance required.

Physical Requirements (not limited to the following):

1. Physical ability to perform essential functions with or without reasonable accommodation;
2. Must have the ability to sit for extended periods of time;
3. Exhibit manual dexterity to dial a telephone, to enter data into a computer terminal;
4. To see and read a computer screen and printed material with or without vision aids;
5. Hear and understand speech at normal levels and on the telephone;
6. Speak in audible tones so that others may understand clearly in person and on the telephone;
7. Ability to understand and follow oral and written instructions;
8. Physical ability to lift up to 35 pounds.

**INTERESTED CANDIDATES SHOULD SUBMIT COVER LETTER & RÉSUMÉ
DEMONSTRATING QUALIFICATIONS BY FEBRUARY 12, 2016 TO: jobs@cpedv.org**

The Partnership is an equal opportunity employer. Women, people of color, survivors, people with disabilities, and persons who are LGBTQ are encouraged to apply.