



Kentucky Coalition
Against Domestic Violence
KCADV

Program Specialist, Full-time

KCADV is seeking a full-time (40 hours a week) Program Specialist to join our team. The Program Specialist will undertake activities that provide housing, rental assistance, and support to survivors of domestic violence across Kentucky. Activities may include, but are not limited to:

- coordinated entry,
- screening potential housing clients,
- connecting survivors to resources and housing,
- mediating landlord/tenant issues,
- issuing rental payments each month,
- client case management services,
- working with clients to navigate programs
- other duties as assigned including administrative tasks in support of various programs
- some travel required (in-state and out-of-state)

Candidates should:

- hold a deep commitment to gender, economic, and racial justice for all.
- enjoy collaboration and being part of a dynamic, highly productive and integrated team; maintain flexibility and effectively manage ambiguity in a responsive work environment.
- be self-motivated, resourceful, creative, independent, and able to work without significant day-to-day supervision.
- be open to giving and receiving feedback and practice this regularly.
- believe in working toward progressive policies to create a new vision for our future.
- enjoy working with diverse staff and board in an organization committed to social justice.

Qualifications:

- Minimum of 3 years of experience working in a social service or social justice-focused agency.
- Experience with and knowledge of affordable housing issues and programs preferred.

KCADV is an equal opportunity employer and is committed to an equitable workplace where everyone is treated as a respected and valued member of the team. KCADV actively seeks to build and maintain a diverse staff without regard to race, culture, ethnicity, class, religion, physical ability, age, gender, and sexual orientation. KCADV is committed to fostering the leadership and elevating the voices of women, young people, people of color, Native people, immigrant and refugees, low-income people, LGBTQ+, and transgender persons, gender non-conforming, and non-binary people, people with disabilities, young parents, people who were formerly imprisoned, and people living in the many intersections of these experiences. We encourage people from these communities to apply.

Interested applicants should send a resume and cover letter with salary requirements to specialist@kcadv.org by October 1st, 2019.

Equal Opportunity Employer – EOE/M/F/D/V/SO