



NNEDV
NATIONAL NETWORK
TO END DOMESTIC
VIOLENCE

1325 Massachusetts Ave NW
7th Floor
Washington, DC 20005-4188

NNEDV.org
phone: 202.543.5566
fax: 202.543.5626

Full-Time, Exempt Position Available
Economic Justice Specialist at the National Network to End Domestic Violence

The National Network to End Domestic Violence (NNEDV) is a social change organization dedicated to creating a social, political and economic environment in which domestic violence no longer exists. NNEDV advocates for law, policies, and funding to address domestic violence and provides training, technical assistance, education, and support to state and territorial domestic violence coalitions, as well as local domestic violence, sexual violence, and stalking programs, transitional housing programs, and the general public.

NNEDV is deeply committed to creating and sustaining an organizational culture that values diversity, inclusion, and equity and envisions an organization that reflects the rich cultural diversity of the community. In pursuit of this vision, we are committed to educating, developing, and supporting an organization that embodies diversity in its many forms. NNEDV currently has 45 employees.

NNEDV seeks an **Economic Justice Specialist/Senior Specialist** to join the Economic Justice team to assist with training and technical assistance related to the intersection of domestic violence and economic justice. Additionally, the position will work with the Independence Project, a nationally scoped microloan, credit-building program specifically for survivors of domestic violence. The ideal candidate is highly dedicated and resourceful, committed to creating positive social change, and passionate about economic justice and ending violence against women. This position reports to the Director of Economic Justice.

RESPONSIBILITIES:

- Provide training on the financial literacy curriculum and credit-builder loan program to NNEDV member coalitions, their member programs, and other allied organizations.
- Develop training and print materials, as needed, for the field and funders.
- Manage licensure and renewal for the credit-building microloan program.
- Liaison between loan management system and borrowers, including but not limited to team and advocate feedback.
- Serve as the program's Point of Contact for both internal and external purposes to evaluate efficacy of lending activities.

- Assist with program reporting for NNEDV Board of Directors and funders.
- Assist with planning and logistics for NNEDV's annual national Economic Justice Summit.
- Collaborate with other NNEDV programs and staff as needed.
- Other duties as assigned.

REQUIRED SKILLS/EDUCATION/QUALIFICATIONS:

The Specialist position requires a minimum of five years of education and relevant experience. The Senior Specialist position requires a minimum of seven years of education and relevant experience.

The successful candidate will possess:

- Five or more years in microfinance, economic development, and/or economic justice; preference given to candidates who have experience in domestic violence and/or sexual assault services and prevention.
- Willingness to learn loan management software platform(s).
- Ability to manage multiple projects and overlapping timelines.
- Excellent organizational skills, with high accuracy and attention to detail.
- Must be comfortable on the phone and discussing difficult concepts and topics with trauma-informed care.
- Excellent interpersonal skills, including a demonstrated ability to work cooperatively and effectively with a team, as part of an organization, and with other organizations and other professionals; treats all people with dignity and a respectful attitude; accepts, acts upon, and offers constructive criticism; and approaches difficult situations with a sense of humor.
- Strong written and verbal communication skills with excellent grammar and spelling.
- Strong advocacy skills that draw on a feminist-based philosophy to achieve the goal of equal economic opportunities that support survivors rebuilding their lives and those of their families.
- Solid computer skills, including Microsoft Office suite.

- Demonstrated commitment to NNEDV's mission.

DESIRED SKILLS/QUALIFICATIONS:

- Knowledge of domestic violence, sexual assault, dating violence, and/or stalking.
- Experience in training and public speaking.

LOCATION

This is an exempt, full-time, DC office-based position; candidates will be considered who will be in the greater DC metro commuting area. Because of COVID-19 precautions, currently, NNEDV is in a voluntary work-from-home status; however, the position will ultimately work out of our offices on Thomas Circle in downtown Washington, DC, near McPherson Square Metro. Occasional travel required.

TO APPLY

- Send a combined PDF of: (1) cover letter; and (2) resume to Kim Pentico, Director, Economic Justice at EJ_Job@NNEDV.org and attach to your email. Copy and paste your cover letter into the body of the email.
- Applications that do not contain all of the required items may not be considered.
- Applications received before **June 23, 2023** will be given priority; however, the position will remain open until filled.
- No U.S. mail or faxes please.

SALARY AND BENEFITS

- This is a full-time, exempt position.
- The salary range for hiring a Specialist is \$70,000 to \$77,950.
- The salary range for hiring a Senior Specialist is \$75,000 to \$82,950.
- NNEDV pays the entire cost for each employee's Health (HMO plan), Dental, Life, and Short-Term and Long-Term Disability Insurances.
- NNEDV contributes 3% to each employee's 401k retirement plan (no match required), where eligible under our plan documents.

- NNEDV provides 19 paid holidays, including the last full week of each year, 15 days of accrued annual leave, and 10 days of accrued sick leave.
- NNEDV also offers vision insurance at a nominal cost.

We value a diverse workforce and an inclusive culture. NNEDV encourages applications from all qualified individuals without regard to race, color, religion, gender, sexual orientation, gender identity or expression, age, national origin, marital status, citizenship, disability, or veteran status.