Improving Criminal Justice Response (ICJR) Senior Specialist

Overview
Ujima Inc., The National Center on Violence Against Women in the Black Community (Ujima) was founded in 2015 in response to a need for an active approach to ending violence against women in the Black community. The name Ujima was derived from the Kwanzaa Principle of “Ujima,” which means Collective Work and Responsibility. This principle is critical to addressing violence against Black women in the United States and Territories. Ujima, through its education and outreach, training and technical assistance, resource development, research, and public policy efforts, mobilizes the Black community and allies to strengthen our families, recognizing the safety and viability of our families is connected to the health and well-being of our individual neighborhoods and communities at large. We define the Black community as the African Diaspora in its broadest sense, e.g., Black Americans (descendants of the enslaved in the U.S.) and African, Afro-Caribbean, and Afro-Latinx Americans, immigrants, refugees, and asylees.

Job Summary
• Provide training and technical assistance (TTA) to grantees and potential grantees of the Improving Criminal Justice Response (ICJR) grant program of the U.S. Department of Justice, Office on Violence Against Women (OVW), which encourages state, local, and tribal governments and courts to treat domestic violence, dating violence, sexual assault, and stalking as serious violations of criminal law requiring the coordinated involvement of the entire criminal legal system.
• Collaborate with OVW, TTA partners, staff, and community stakeholders to build the capacity of individuals and agencies to respond to and serve survivors (within the Black Community/African Diaspora) of domestic violence, dating violence, sexual assault, and stalking, and other forms of gender-based violence.
• Compile and archive promising practices and successful approaches for prevention, intervention, and service provision strategies that center the cultural context of domestic violence, dating violence, sexual assault, and stalking in the Black Community and other traditionally marginalized and underserved communities.
• Manage the TTA requests from grantees, OVW, and TTA partners.
• Modify a previously developed assessment tool that measures how responsive agencies are to the culturally specific needs of survivors from the Black community.
• Provide in-depth TTA to ICJR grantees and potential grantees in the implementation of the cultural responsiveness assessment tool.
• Create a community assessment tool for identifying the needs of Black survivors of domestic violence, dating violence, sexual assault, and stalking and provide TTA on the implementation of the tool.
• Perform other duties as may be necessary or assigned.
Roles and Responsibilities

Technical Assistance and Resource Development

- Leverage experience in the field and understanding of the legal system, TTA, and bias within system responses to survivors from the Black community.
- Utilize national networks, literature, and research to discover promising practices and emerging issues on system responses and remedies for Black survivors of domestic violence, dating violence, sexual assault, and stalking.
- Provide expertise and project-specific TTA via phone, e-mail, virtual platforms, and site visits.
- Increase the capacity of grantees for outreach on related issues, through community engagement strategies, convening workgroups, and producing and promoting educational materials.
- Facilitate listening sessions with culturally specific community-based organizations and grantees to inform a community assessment tool.
- Create and present trainings, workshops, and webinars on a broad array of issues and topics relevant to domestic violence, dating violence, sexual assault, and stalking in the Black community.
- Develop content-specific materials (such as fact sheets or briefs), as needed.
- Build, lead and contribute to the body of investigative knowledge and research related to the intervention of crimes of domestic violence, dating violence, sexual assault, and stalking for communities of color and their intersections.
- Provide training and education that contribute to an understanding and knowledge about culturally specific, trauma-informed, survivor-centered, and evidence/practice-based activities that address domestic violence, dating violence, sexual assault, and stalking in racial and ethnic communities.
- Support the capacity and coordination of culturally specific organizations created by and led by communities of color.
- Promote and facilitate community engagement and organizing within racial and ethnic communities and with and between formal and informal systems that enhance strong site-based collaborations and partnerships, i.e., coordinated community responses.

Project Management

- Collaborate with staff and OVW to develop project objectives and timelines and ensure all deliverables are met.
- Generate and collect qualitative and quantitative data on project activities and write and submit project narratives and progress reports for OVW.
- Manage relationships with Ujima’s national TTA partners to ensure timely and accurate completion of project work, as well as contracts and administrative processes.
- Attend meetings with OVW, ICJR TTA Providers, and Culturally Specific and Underserved TTA Consortium Project partners e.g., Esperanza United, Asian Pacific Institute on Gender-Based Violence, and the National Organization of Sisters of Color Ending Sexual Assault.
- Attend all mandatory OVW conferences and meetings.

Qualifications

- Bachelor’s Degree and 3-5 five years of experience in legal responses (e.g., law enforcement, courts, prosecution, and/or advocacy) to domestic violence, dating violence, sexual assault, and stalking; other forms of gender violence; racial equity; and/or social justice in the Black community in the U.S. and Territories.
- Two years of supervisory experience.
• Independent and creative thinker who inspires and manifests trust within the organization and beyond.
• Influencer in the field with extensive content expertise.
• Bilingual in Spanish and English preferred, but not required.
• Knowledge of legal and non-legal issues survivors experience at the intersections of oppression and domestic violence, dating violence, sexual assault, and stalking and how remedies may be protective or cause harm.
• Knowledge of how civil legal remedies and family law matters complement or contradict criminal legal remedies and the barriers Black survivors experience in accessing those systems.
• Experience with planning, developing, and implementing assessment tools.
• Demonstrated commitment to eradicating domestic violence, dating violence, sexual assault, and stalking. Demonstrated commitment to the trauma informed, survivor-centered philosophy of Ujima Inc.

Skills
• Possesses excellent oral and written communication skills which demonstrate a commitment to professionalism.
• Able to manage multiple projects with overlapping deadlines.
• Works independently as well as collaboratively in a small office setting.
• Develops and maintains cooperative relationships with a diversity of individuals, organizations, and government agencies that support effective negotiation and networking necessary for advocacy with internal and external stakeholders.
• Strong public speaking skills.
• Excellent research skills.
• Conversant on federal grant programs, processes, and procedures.
• Knowledge of Microsoft Office Suite, Adobe, Zoom, Canva, and Google Workspace.
• Creative and innovative.
• Superior organization skills which allow for efficient work flow and effective management of multiple projects with overlapping deadlines.
• High level of independence and initiative.
• Strong team and coalition building skills.
• Willingness to travel locally and nationally with occasional overnight stays.
• Flexible scheduling to allow for work outside of regular business hours as requested.
• Good judgment.
• Willingness to travel locally and nationally.

Reports to: Legal Director
Supervises: Interns and/or Volunteers
To Apply: Send a résumé, cover letter, and two-page writing sample to Ujima Jobs, jobs@ujimacommunity.org
Closing Date: June 16, 2023
Employment Status: Full time, Exempt
Salary: $60-70k depending on experience.
Equal Employment Opportunity
It is the policy of Ujima Inc., The National Center on Violence Against Women in the Black Community to provide equal employment opportunity to all persons regardless of age, color, national origin, citizenship status, physical or mental disability, race, religion, creed, gender, sex, sexual orientation, gender identity and/or expression, genetic information, marital status, status with regard to public assistance, veteran status, or any other characteristic protected by federal, state, or local law. To find out more about Ujima, Inc., as well as other exciting and fulfilling career opportunities, please visit us at www.ujimacommunity.org/jobs/