

Elder Justice Coordinator

Employer: End Domestic Abuse Wisconsin/National Clearinghouse on Abuse in Later Life (NCALL)

Position Description

The Elder Justice Coordinator is responsible for nationwide leadership within the criminal and civil justice systems on enhancing safety and the quality of life of older victims and survivors. The Elder Justice Coordinator will provide training and technical assistance (TA) to professionals throughout the country. This position does not provide legal assistance directly to older victims.

PRIMARY RESPONSIBILITIES:

Improve system responses, practices, policies and services to older victims of domestic abuse, sexual assault, neglect and financial exploitation by developing and implementing a training and technical assistance plan for OVW grantees and others.

1. Provide technical assistance to assigned OVW grantees by attending and facilitating grantee meetings and trainings as requested by the NCALL Director.
2. Create and maintain curricula and other training materials, including but not limited to, the OVW law enforcement curricula, the kickoff cross training curricula and other curricula and materials that may be developed. Work with other OVW national TA providers facilitating training for justice professionals.
3. Provide technical assistance, training and consultation on abuse in later life to professionals working in the criminal and civil justice systems.
4. Create written materials including articles, technical assistance packets and information sheets for justice professionals on working with older victims and survivors for the NCALL website and other publication sources.
5. Participate on national advisory committees and work groups as approved by the NCALL Director.
6. Coordinate and facilitate educational events.

Complete administrative functions

1. Complete tasks on work plan and as assigned by NCALL Director.
2. Oversee and coordinate Madison-based operations and activities.
3. Assist with creation and review of NCALL contracts.
4. Ensure that products conform to formats that can be loaded onto the Violence Against Women Resources site.
5. Work cooperatively with End Abuse staff to ensure that projects include information about abuse in later life.
6. Complete technical assistance forms, timesheets, expense reports accurately and in a timely fashion.
7. Attend required staff meetings and other duties as assigned by Executive Director.

QUALIFICATIONS: We are looking for a person who thrives when helping others realize their potential, enjoys managing a multitude of variables in dynamic situations, and draws out the best in others by identifying and working with their strengths.

Requirements:

1. Understanding of and expertise on elder abuse, including domestic abuse, sexual assault, stalking and dating violence in later life
2. Prior experience working with older victims of abuse
3. Law degree or relevant justice/legal system experience
4. Excellent training, facilitation, organizational and oral communication skills
5. Ability to oversee large projects to successful completion
6. Work independently and collaboratively as part of the NCALL team
7. Ability to travel ~ 25-30%
8. Supervisory experience
9. Proficiency in typing, data entry, and general computer skills
10. Proficiency in Microsoft Office Suite
11. Hold a valid driver's license OR have access to reliable transportation or vehicle.

This position is based in Madison, WI.

LEADERSHIP: The Elder Justice Coordinator provides leadership within End Abuse and nationally in several important areas: Promoting knowledge of and effective responses to abuse in later life; supporting and promoting the successes of the OVW Abuse in Later Life grant recipients; promoting successful OVW grant-related events; ensuring compliance with grant requirements; and representing End Abuse and NCALL through information sharing, product development, and during meetings and events.

Completed applications will be accepted until 4:30 PM (CST), Monday, February 10, 2014.

END ABUSE is an equal opportunity/affirmative action employer committed to diversity, empowerment and social justice.

End Domestic Abuse Wisconsin offers an extensive compensation package including salary, paid time off (three weeks vacation, sick time, personal time, and holidays), short and long term disability, life insurance, 401k with company match, and flexible benefit (currently 10k for 40 hr/wk employees) to be applied toward health, dental, vision, 401k and/or salary.

Please download both files below to ensure you submit a complete application packet. You may fill out the application on your computer before printing it out if you wish.

Problems downloading? Call 608.255.0539.

Download:

 [Fillable Employment App 2014.pdf](#)

 [EJC_application_packet_2014.pdf](#)

Deadline for applications: February 10, 2014 at 4:30pm CST

Go live:

January 8, 2014

Contact: Julie Fisher

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