



Vacancy Announcement Advocate Mentor Coordinator

Position Title: Advocate Mentor Coordinator
Salary: DOE
Date of Hire: Until Filled
Location: Fairbanks, Alaska

Scope of Position and Summary:

The Alaska Native Women's Resource Center (AKNWRC) seeks a dedicated, organized and detail-oriented individual to fill the position of Advocacy Mentor Coordinator. The Advocate Mentor Coordinator is primarily responsible for the outreach, promotion, and coordination of the AKNWRC Advocacy Center Mentorship Program and development of the Mentorship Guide.

The Advocate Mentor Coordinator will ensure that the AKNWRC's Mentorship Program and Guide is culturally, focused and supports tribal responses to the immediate crisis needs of Alaska Native Victims. This person will report to the Executive Director and will work with other staff, consultants/contractors, other TA Providers, and the Board of Directors.

In addition to these duties, the Advocate Mentor Coordinator will work with Tribal Advocate Organizers/Mentors and Tribal Advocates to facilitate a monthly Peer-to-Peer conference call to support Tribal Advocates working in the field.

The Advocate Mentor Coordinator will provide support to Tribal Advocates on the 24-hour technical assistance line during

business hours and occasionally on a rotating after hours schedule with other qualified staff and Advocate Organizers.

Our office is located in Fairbanks, AK. We are an equal opportunity employer, offering an excellent salary. Alaska Native/American Indian preference applies. This position will remain open until filled and dependent on available funding. Salary is commensurate with experience.

About the AKNWRC:

Formally organized in 2015, the Alaska Native Women's Resource Center (AKNWRC) is a nonprofit organization dedicated to providing technical assistance, training and outreach with Alaska's 229 tribes and allied organizations. AKNWRC board members are Alaska Native women raised in Alaska Native Villages and have 150 years of combined experience in tribal governments, nonprofit management, domestic violence, and sexual assault advocacy (both individual crisis and systems and grassroots social change advocacy at the local, statewide, regional, national and international levels), and other social service experience. AKNWRC's philosophy is that violence against women and other violent crimes in a tribal setting is rooted in the colonization of indigenous nations. For more

information, visit www.aknwrc.org.

The new AKNWRC Advocacy Training and Technical Assistance Center is based on a unique concept. Similarly to the birth of the resource center, Alaska Native Advocates (Advocate Organizers) with decades of experience serving victims of gender-based violence in remote villages with limited resources, have worked together to develop an Alaska Native culturally specific advocacy curriculum used to train advocates. The next steps will be developing an advanced training curriculum for webinar delivery; implement an advocate mentoring network to create additional support; and create a 24-hour Crisis Technical Assistance Hotline to support Advocates in meeting the immediate needs of their clients.

Responsibilities:

- Work with AKNWRC Executive Director, Advocacy Lead Trainer and Partners to establish the Advocacy Center Mentorship Program and Mentorship Guide.
- Plan for and facilitate peer-to-peer monthly conference calls with Mentors and Tribal Advocates
- Provide 24/7 on-call Technical Assistance for Tribal Advocates during business hours and occasionally on a rotating schedule with other qualified staff.
- Provide ongoing support to the Advocacy Center Lead Trainer for 40-Hour Advocacy Trainings and Advanced Advocacy Webinars
- Provide support to the Advocacy Center Lead Trainer and the Communications Team in developing content for an Advocacy Center page within the AKNWRC website.
- Data Collection and reporting preparation for semi-annual

performance report.

- Collection and analysis of evaluation data from all training.
- Other duties as assigned.

Qualifications:

- A minimum of 3 years of experience working with survivors of gender-based violence in tribal communities, preferred.
- A B.A. or B.S. degree is preferred.
- A demonstrated understanding of the history of Alaska Native and American Indian tribal governments, laws and customs, and Federal Indian law or a willingness to learn.
- A demonstrated understanding of violent crimes and responses throughout the Alaska.
- Understanding and experience working with Alaska Native cultures.
- A demonstrated ability to forecast, develop and implement organizational initiatives. Ability to set priorities, provide follow-through, and provide evaluation of projects and efforts.
- Excellent project management skills, and demonstrated ability to lead, motivate and direct staff and consultants/contractors.
- Excellent oral, written and interpersonal communication skills. Ability to resolve issues quickly and make decisions in a collaborative culture. Demonstrated ability to develop and maintain effective working relationships.
- Computer literacy required, experience with data collection is helpful.
- Ability to work in a fast-paced work environment with a dynamic team.
- Be a self-starter as well as able to work as a team member.
- Ability to travel as needed.

Interested applicants may apply by sending a cover letter, resume, and list of three references to recruitment@aknwrc.org