



Formerly Family Violence Prevention Fund

Program Manager, Health, Project Connect

MISSION:

Futures Without Violence is a national, nonprofit organization that focuses on domestic violence education, prevention and public policy reform. We believe everyone has the right to live free of violence. Futures Without Violence works to prevent and end violence against women and children around the world.

DEPARTMENT & POSITION:

Futures Without Violence is leading a multi-year, multi-state education initiative for health care providers, public health professionals and domestic violence advocates (Project Connect), funded by the Office on Women's Health. The program manager will play an integral role in the planning, management and implementation of this multi-year national initiative designed to address the health care response to domestic violence. This role will include the provision of technical assistance, materials development, training, planning and health systems reform for the public health partnerships program. This is an exempt position located in our home office in San Francisco, California.

JOB RESPONSIBILITIES:

Under the direction of the Director of Health the program manager is be responsible for:

- Providing technical assistance (TA) to partners in nine selected sites as they integrate violence prevention and response into the women's health programs including maternal child health home visitation and family planning programs.
- Planning, identifying faculty and leading two national meetings a year with state grantees participating in the program.
- Planning, identifying faculty and coordinating multiple site visits over two- year period including developing curricula and materials for trainings for health care providers, developing agenda and leading state leadership team meetings to create sustainable health policy changes.
- Offer training and technical assistance on the implementation of each sites plan to improve women's health through violence prevention by conducting monthly TA calls, quarterly webinars and other TA, as needed.
- Creating new educational materials for health care providers to assist them as they integrate violence prevention into their health promotion efforts including fact sheets, training materials, clinical guidelines and patient education materials.
- Informing and monitoring health policies that will support the work of the states and the education initiatives.
- Developing request for proposals (RFP), recruiting and selecting new states to participate in the program in years 3-5.
- Providing training and attending meetings with health policy makers and administrators.

- Working with communications staff to develop and update program website.
- Assisting with, and ensuring, timely grantee reporting and delivery of proposals, budgets, and other reports requested by funder.
- Keeping current about the state of the field. Ensuring steady flow of communication about the project among sites and advisory committee members.

EDUCATION, EXPERIENCE & SKILLS:

The incumbent must hold an advanced degree, or equivalent experience, in social welfare or public health, including a minimum of 5 years experience in program implementation. In addition, s/he must possess personal initiative and work collaboratively as a member of a diverse, multi-cultural team. The individual must have strong interpersonal, communication, analytical, and writing skills and the ability to exercise effective professional judgment. S/he must possess the ability to communicate effectively and establish relations with other staff, consultants, partners (health care professionals, educators, public health professionals and domestic violence advocates) and government funders. S/he must demonstrate effectiveness in community organizing, meeting & training facilitation, curriculum development, and evaluation.

Requirements:

- An advanced degree in health or public health or social welfare, with at least 5 years experience in program implementation
- Content expertise in violence prevention, policy, or health issues; and expertise in program management and implementation
- Good working knowledge of policy and communications strategies
- Proven organizational and analytic skills including experience providing technical assistance and training to health care providers
- Excellent oral and written communication skills, to include demonstrated public speaking and presentation skills
- Excellent interpersonal skills including the ability to problem-solve and resolve conflicts effectively
- Demonstrated ability to take initiative and plan ahead
- Demonstrated ability to work with diverse populations and staff; ability to interact with a wide range of people from policy makers to practitioners to advocates
- Ability to work within a high-paced environment with competing demands while ensuring high-quality work by self and staff
- Ability to track and measure project performance for program evaluation purposes
- Ability to travel

To apply, please send resume and cover letter to:

ccasey@futureswithoutviolence.org

Futures Without Violence is an equal opportunity employer.