



## **Announcement: Job Opening**

### **PROGRAM DIRECTOR**

#### **Quality Improvement Center (QIC)**

Location: Boston, San Francisco, or Washington DC

[Futures Without Violence](#), a national non-profit and social change organization that works to end violence against women and children around the world. We're a team of educators, strategists, fundraisers, trainers and grass roots organizers who develop programs that can change social norms and prevent violence against women and children.

#### **PROGRAMS & POSITION:**

The Child and Youth Program provides national leadership on a multitude of issues pertaining to prevention and intervention strategies to reduce violence in the lives of children, their families and communities. We are seeking a senior level position to lead a five year federally funded Quality Improvement Center (QIC) on Child Welfare involved Children and Families Experiencing Domestic Violence.

The primary function of the QIC is to support research and evaluation efforts in local communities that will build the evidence base of interventions that improve outcomes for children and families who experience domestic violence and are in the child welfare system. This position will oversee the implementation of all QIC efforts toward this goal, including the dissemination of results.

#### **RESPONSIBILITIES:**

- Works closely with Director of Children and Youth and the QIC team to create and implement all programmatic, policy and communications strategies related to research and evaluation and technical assistance to the grantees.
- Identify, cultivate, and solicit new sponsors and major stakeholder organizations at the national and regional levels.
- Mines data and other information sources that can provide insight into the priorities and needs of existing and prospective sponsors and major stakeholder organizations
- Oversees all technical assistance and support to state and local grantees; works with multiple other technical assistance and federal partners to ensure seamless delivery and high quality of services.
- Track and Report project performance measures, program achievements, and setbacks; develops efficient methods for organizing, updating, and generating pertinent statistical data; timely delivery of proposals and grant reports.
- Provides leadership to advance the field by generating new ideas and knowledge, networking and organizing, and promoting the organization and work of the Children and Youth program with other national organizations, interested parties, and partners; represents and promotes all grantees and their work at selected national forums, conferences and meetings;
- Develops grant making tools and facilitates its implementation processes (call for proposals, proposal review, site visit and funding recommendations). Tracks submission of required financial and narrative reports (budgets, revisions and grant extensions);
- Keeps abreast of emerging and critical issues about the state of the field to assure the Children and Youth Programs is addressing these effectively and timely.
- Leads planning of national meetings and gathering, advisory boards and working groups related to children and youth programs.
- Assists the Director in other aspects of program development and strategic initiatives. May supervise staff in Director's absence.

#### **EXPERIENCE & SKILLS:**

The successful incumbent must show personal initiative, have the ability to fundraise, work collaboratively as a member of a

diverse, multi-cultural staff, and also have the ability to work independently with minimal supervision. The individual must have excellent written and verbal communication skills, strong interpersonal skills, and the ability to exercise effective judgment in a highly visible role. Must also have strong organizational skills and excellent command of computer systems.

Requirements:

- An Advanced Degree in public health, social work, public policy, education or a related field with a minimum of 15 years demonstrated of program development and management;
- Experience working in the child welfare system and domestic violence agencies;
- Demonstrated knowledge of practice and policy issues concerning implementing domestic violence programming within a child welfare setting;
- Content expertise in children's exposure to violence and differential impacts;
- Demonstrated ability to organize communities for action;
- Good working knowledge of research and evaluation implementation;
- Good working knowledge of race and gender equity;
- Strong working knowledge of child welfare and domestic violence laws and policy;
- Proven management, organizational, fiscal, and analytic skills to include administration of grant and contract-funded programs, budgeting and scheduling; decision-making;
- Excellent oral and written communication skills, to include demonstrated public speaking and presentation skills;
- Excellent interpersonal skills including the ability to make positive relationships with diverse groups of people, team build, support professional development of colleagues and supervisees, problem-solve, have difficult conversations when needed and resolve conflicts effectively;
- Demonstrated ability to take initiative and plan ahead; while working cooperatively as a team member;
- 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; and
- Ability to travel frequently, sometimes more, sometimes less.

**PLEASE SEND RESUME & COVER LETTER TO:** Mie Fukuda, mfukuda@futureswithoutviolence.org

*FUTURES maintains a diverse and dynamic workforce and is committed to providing equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, ethnicity, gender, sexual orientation, gender identity, transgender status, marital or family status, veteran status, age, national origin, ancestry, religion, disability or medical condition, or any other basis protected by federal, state or local law.*