

Position: Director, Education & Outreach
Department: Administration
Reports to: VP, Development & Education

Status: Exempt
Hours: 35/week
(based Milford office)

Scope of Work:

This position manages the Education & Outreach program and is responsible for ensuring it is aligned with the agency mission/vision and strategic goals. The Director promotes a culture of high performance and commitment to continuous improvement that values learning and a commitment to quality.

RESPONSIBILITIES:

- Provide overall oversight and supervision the Education program within the agency.
- Oversee a full time Volunteer Coordinator to ensure all agency volunteer needs are met.
- Ensure the program operates within best practices and in accordance with state guidelines. In addition, adhere to program practices and policies in conjunction with the New Hope Strategic Plan.
- Participate in recruitment and hiring of program staff.
- Provide and coordinate community-based outreach efforts aimed at increasing general public and professional awareness of sexual and domestic violence.
- Participate in coalition-building activities in the community, roundtables, CHNAs, etc. as needed.
- Develop collaborative linkages with community resources.
- Provide reports to funding sources as required by contracts.
- Represent agency at various local, regional, statewide, and coalition meetings.
- Other duties as assigned by manager.

Education & Experience:

- Bachelors' Degree and/or related work experience
- Training and/or experience in sexual assault and domestic violence programs
- Experience community organizing, education and/or outreach
- Supervisory experience required
- Multi-cultural background and/or bilingual ideal

At New Hope we celebrate diversity and are committed to creating an inclusive environment for all employees. We strive 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. In addition, New Hope will provide reasonable accommodations for qualified individuals living with disabilities.

New Hope's goal is to increase representation of women, people of color, LGBTQIA+, veterans and persons living with disabilities. Our programs are designed to comply with all applicable federal, state and local laws, directives and regulations and cover all human resource actions including employment, compensation, benefits, training, education, tuition aid, transfers, promotions and social/recreational programs.