



Mending the Sacred Hoop, Inc.



Position Title: Cultural & Engagement Coordinator

Reports To: Executive Director

Pay Scale: \$65,000 - \$75,000

MENDING THE SACRED HOOP, INC is committed to strengthening the voice and vision of American Indian/Alaska Native peoples. We work to end violence against our Native relatives and children while restoring the safety, sovereignty, and sacredness of Native women. Our work to restore the status of our relatives by organized programming that provides education, training and technical assistance, grassroots organizing, advocating, organizing Native women through leadership strategies, and special projects dedicated to the safety of Native relatives and their children.

Cultural and Engagement Coordinator

Will work closely with the MSH Team to provide support to member programs and participants through education, training, developing resources, working with policy & protocol, provide outreach and engagement strategies to address the issues related to domestic/dating violence, sexual violence, stalking, and sex trafficking through a culturally-centered lens. Ensure the cultural response needs of victims/programs are met.

The Cultural and Engagement Coordinator will develop strategies and implement communication plans to fulfill grant deliverable requirements, and other duties as assigned. This role requires extensive communication with many types of individuals and organizations. Knowledge and experience of various means of communication/engagement including training and using various social media channels.

This position requires travel to tribal communities in Minnesota both on and off reservation, communicate effectively between coalition members, outside agencies, policy makers, tribes and tribal programs, and non-tribal resources in Minnesota related to domestic, sexual, and dating violence, stalking, and sex trafficking.

Time management, working independently, the ability to prioritize competing deadlines and relationship building skills are crucial components of this position, as well as understanding and promoting the mission and message of Mending the Sacred Hoop.



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Responsibilities

- Work closely and cooperatively with Mending the Sacred Hoop staff to ensure overall project success;
- Work with Mending the Sacred Hoop team members to implement grant funded project activities in collaboration with MSH staff and Executive Director including social change, policy work, Coordinated Community Response/Sexual Assault Response teams, training and events, traditional activities and coalition members.
- Education on domestic/sexual/dating violence, stalking, sex trafficking and MMIR survivors and response.
- Communicate with coalition membership regularly in various capacities, ie. social media, email phone calls.
- Develop and implement communication plans that raise awareness of domestic/sexual violence, stalking, harrasment, against Native relatives in MN and nationally.
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- Record and disseminate meeting information, assist in developing agendas, material and tracking topical issues provided by coalition members.
- Develop, maintain and implement various outreach strategies to Tribal/Native communities (including urban Native communities) throughout MN and nationally, ie. media campaigns
- Required to travel and provide outreach, training/presentations throughout MN, and participate in national events, as required by funders and staff on-going training.
- Participate in conference calls, webinars and other related events as needed and assigned.
- Perform other related duties as assigned.

Qualifications

- Experience working with/in American Indian/Alaska Native programs/communities.
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- Demonstrated knowledge of an understanding of the issues and obstacles faced by American Indian/Alaska Native survivors of domestic/sexual/dating violence, stalking, sex trafficking and MMIR family members.
- Demonstrated knowledge and understanding of systemic and institutional responses to violence against Native relatives.
- Ability to communicate community organizing values from a social change perspective and incorporate into coalition work.
- Must be comfortable speaking in a public forum and with tribal leadership.



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- The ability to analyze data and address different forms of oppression/inclusion and how it relates to violence against women and tribal sovereignty.
 - Understanding of grant-funded projects, including activities, timelines, and funders.
 - Strong communication and teamwork skills: interpersonal, professional, and one-on-one.
 - Experience with various communication methods, i.e. Facebook, Instagram, Twitter
 - Works well independently and within a team of co-workers and other program partners.
 - Excellent writing, verbal and computer skills (Microsoft Office Suite).
 - Experience implementing statewide events and training.
 - The ability to problem solve, work in high-pressure situations, and meet short deadlines
 - Strong working knowledge of Apple computers, google, Microsoft Office, and other related software.
 - Requires the ability to understand grant requirements to coordinate and implement activities related to the development of a tribal domestic violence coalition.
 - Submit regular program updates and reports.
 - Required to travel and must provide a valid driver's license, have insurance and a suitable vehicle.

Please send a cover letter, resume and references to:
Cinnamon Bankey, Executive Director
Mending the Sacred Hoop, Inc.
202 E. 2nd St., Ste. #100, Duluth, MN 55802
Phone: 888-305-1650 ext. 3 Email: cbankey@mshoop.org