MENDING THE SACRED HOOP

Open Position Title: Program Engagement Specialist: Based in State of MN
Reports To: Executive Director
Pay Scale: $65,000 - $75,000

MENDING THE SACRED HOOP, INC works from a social change perspective to end violence against Native people while restoring safety, sovereignty, and sacredness of Native relatives. Mending the Sacred Hoop is dedicated to strengthening the voice and vision of American Indian/Alaska Native peoples. This approach is founded on inclusive grassroots organizing from within communities and the restoration of Native-centered leadership in addressing domestic and sexual violence.

Program Engagement Specialist

Will work with the MSH Team to provide outreach, support, guidance, education, resources. Will engage our member programs and participants to address issues related to domestic/dating/sexual violence, stalking, and sex trafficking through a culturally centered lens.

This position will ensure MSH grants are implemented, the needs of programs are met, engage tribal member programs, communities and individuals in the work of MSH in addressing domestic/dating violence, sexual violence, stalking, and sex trafficking. Time management, work independently and the ability to prioritize competing deadlines with quality completed work with federally acceptable standards. Relationship building skills are crucial components of this position. A clear understanding of state and federal guidelines, grants processes and reporting is vital to this position.

The Program Engagement Specialist position requires some travel to tribal communities in Minnesota both on and off reservation, communicate effectively between coalition members, outside agencies, victim support programs, and to identify both tribal and non-tribal resources in Minnesota related to domestic, sexual, and dating violence, stalking, and sex trafficking.

Responsibilities

- Work collaboratively with MSH team to develop and implement grant funded project and activities.
    - Activities include outreach, awareness, education and training in various forms as it pertains to domestic and sexual violence in rural, reservation and urban areas and participate in state and tribal mtgs.
- Maintain records of outreach activities, community engagement efforts, and participation data.
- Submit regular program updates, reports and perform other related duties as assigned.
- Maintain and support organizational initiatives designed to strengthen coalition participation and community engagement.
- Represent Mending the Sacred Hoop at community meetings, state and Tribal mtgs, coalition gatherings, conferences, and outreach events.

- Develop and maintain positive relationships with coalition members, Tribal Nations, urban Native organizations, victim service programs, and community partners through regular contact with the above mentioned in various capacities. ie. emails, phone calls, individual and group mtgs, community events.
- Develop and implement outreach activities that increase awareness of domestic violence, sexual assault, stalking, dating violence, sex trafficking, and Missing and Murdered Indigenous Relatives.
- Assist in creating educational materials, resource guides, and outreach tools.
- Participate in community events, conferences, health fairs, trainings, and awareness activities.
- Coordinate outreach efforts with Tribal Victim Assistant Programs, urban Native communities, and partner organizations.
- Support relationship-building efforts with state agencies, Tribal governments, victim service programs, and community stakeholders.
- Support development of community-based initiatives and coalition activities.
- Perform other related duties as assigned.

Qualifications

- Experience working with/in American Indian/Alaska Native communities and culture.
- 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.
- 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, email listserv
- Excellent writing, verbal, and computer skills (Microsoft Office & Apple computer).
- Experience implementing statewide events and training is helpful.
- The ability to problem solves, work in high-pressure situations, and meet short deadlines.
- 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:
Mending the Sacred Hoop, Inc.
202 E. 2nd St., Ste. #100, Duluth, MN 55802
Email: contact@mshoop.org