

CAREER OPPORTUNITY

Outreach Coordinator

Full-Time (40 hours/week), Hourly, Non-Exempt

Location: YWCA Silicon Valley, San Jose, CA 95112

Website: www.ywca-sv.org

Department: Support Services, Education & Outreach Program



Join a passionate, dynamic team dedicated to eliminating racism, empowering women, and promoting peace, justice, freedom and dignity for all. For over 100 years, YWCA Silicon Valley has provided programs and services that form a critical continuum of response, healing, and prevention. **Be a key part of shaping this future as our Outreach Coordinator!**

Reporting to the Education and Outreach Manager, the Outreach Coordinator serves as a project lead to plan, deliver and coordinate all outreach activities to connect survivors and community members to services and raise awareness about domestic violence, sexual violence and human trafficking issues.

Duties include, but are not limited to:

- Develop, lead, and execute outreach activities, educational opportunities, and a social media campaigns to educate the community, especially in high-risk areas of Santa Clara County, about domestic violence, sexual violence, human trafficking and CSEC issues.
- Builds long-term partnerships with other community organizations, social services, schools, juvenile hall, churches, etc
- Leads community education activities to raise awareness for Teen Dating Violence Awareness Month, Domestic Violence Awareness Month, Sexual Assault Awareness Month, Denim Day, Week without Violence and other YWCA Silicon Valley events.
- Facilitates outreach activities including workshops, tabling and presentations to our diverse community.
- Coordinates community members and volunteers to facilitate outreach activities and awareness about sexual assault, domestic violence, and human trafficking in the community.

We are seeking a passionate, communicative, and organized individual with a high level of initiative and relationship-building skills. The ideal candidate is a warm, self-starter deeply committed to providing services from a strengths-based, social justice and anti-oppression framework. Essential to the role:

- Knowledge of and sensitivity to domestic violence and sexual assault issues, trauma, gender equity and client-centered service provision.
- Prior outreach or community engagement experience.
- **Have an understanding of feminism and a strong commitment to social justice.**
- Have a Bachelor's Degree in a social services field **or** an equivalent combination of education and experience.
- Competency in using Microsoft Office (Word, Excel, Outlook, and PowerPoint)
- Bilingual, bi-cultural and bi-literate skills are preferred.

Work hours are primarily daytime and some early evenings. Delivery of service may include overtime to accomplish task at hand. Work includes lifting equipment up to 40 pounds and frequent local travel. Required: Cleared background check (fingerprinting at federal and state levels), valid TB test, valid California driver's license (with 4+ years of driving experience), reliable transportation, and CA auto insurance. Must have completed or be willing to complete 65hr-trained California State Sexual Assault Counselor certification (training will be provided).

TO APPLY: Submit resume & cover letter to and ResumesSupportServices@ywca-sv.org with "Outreach Coordinator" in subject line. Posting will continue until position is filled. The YWCA Silicon Valley is an Equal Opportunity Employer.

Thank you for your interest in employment with the YWCA. We may be unable to respond to every individual submission due to a high volume of applicants. Please do not telephone. Applicants who do not follow the application procedure are immediately disqualified.