

MINNESOTA INDIAN WOMEN'S SEXUAL ASSAULT COALITION

1619 Dayton Ave Suite 202 • St. Paul, MN 55103

COVID-19 Support Coordinator

Full-time Exempt Position

Grant Funded through June 2024 with possibility of position extension

Location: Remote in Minnesota or in office in St. Paul, MN

Salary: \$50-55,000

We are an equal opportunity employer offering an excellent compensation package.

Interested candidates, please email a resume & cover letter to contact.us@miwsac.org by October 1, 2022. While we are seeking to fill this position as soon as possible, applications will be accepted on a rolling basis until the position is filled.

About the Organization

The Minnesota Indian Women's Sexual Assault Coalition (MIWSAC) is a state-wide Tribal sexual assault coalition, working to support advocates and survivors in Minnesota since 2001. Over the last 20 years, our work has expanded to providing training, technical assistance, and support around sexual assault and sex trafficking across the country. We provide culturally-led training and support to communities, as well as work towards shifting policy and societal structures. While our work is led by Indigenous values and indigenizing practices, we also know our work is inextricably linked to other anti-oppression work. MIWSAC centers our work in healing and social justice principles, the voices & needs of survivors/communities, and using our Traditional ways to best support Indigenous survivors.

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About the Position

MIWSAC is seeking a new addition to our in-state Tribal Coalition team. The COVID-19 Support Coordinator will bring a needed voice to our work with our membership and Tribal communities across Minnesota. Relationship development, community outreach, and resource development will be integral parts of this position. This position will work collaboratively with the MIWSAC team to assess current needs related to organization and survivor needs due to the COVID-19 pandemic and the impact on communities.

This includes helping programs have operational/preparedness plans to maintain survivor services during a public health or related crisis including policies and procedures for flexible, innovative,

and nimble virtual/remote and in-person service; have access to COVID-19 prevention and educational materials targeting diverse survivor populations; offer more or enhanced culturally specific programming for survivors; and that programs have strategies to reduce burnout, turnover, organizational trauma, and strengthen resilience for individual staff and the organization. This position will help with other duties as needed, and may include internal projects, work with outside partners, supporting other Minnesota or national work, and additional things as they arise.

CORE RESPONSIBILITIES:

Program Planning and Coordination:

- Work with MIWSAC staff to develop and implement the activities of this project, including dissemination plans of materials;
- Work with project partners to ensure a collaborative approach to addressing COVID-19 and safety throughout Minnesota. This includes quarterly meetings and coordination of ongoing grantee meetings, Connection Calls, resource review, and training.

Education and Training:

- In collaboration with the MIWSAC Tribal Coalition team, develop and deliver tailored education and training to communities, based on identified needs and emerging issues.
- Develop operational/preparedness plans for continuity of services;
- Assess programs' capacities and abilities to meet survivor's needs;
- Create prevention and educational COVID-19 materials to reach survivors of domestic and sexual assault;
- Identify community engagement opportunities on any impacts of any vaccine hesitancy, increased evidence-based information sharing, and collaboration with tribal leadership in both traditional and administrative arenas that impacts survivor services;
- Support programs in developing or enhancing culturally specific services;
- Support program staff wellness and wellbeing to reduce burnout and staff turnover;
- Plan and support virtual and in-person trainings and events, including logistical details;
- Maintain documentation of engagement activities and resource development.

Ideal Qualifications:

- Interest in the impact of COVID-19 on communities and survivors.
- Steadfast commitment to collective liberation, freedom from violence, and ability to speak and unite those in support of the MIWSAC mission and vision.
- Familiarity with the root causes and intersections of oppression, including homophobia, anti-Blackness, white supremacy, patriarchy, xenophobia, mysogyny, etc.
- Passion for and experience in coalition building and community organizing, including working with partners, Tribal leadership, community, and survivors.
- Experience in the following areas: Providing survivor-centered advocacy, trainings and/or technical assistance on sexual violence, creating resources and training materials.
- Ability to organize and prioritize work, and meet competing deadlines in a fast-paced environment.
- Comfortable working as a team, and the ability to exercise independent judgment.
- Ability and willingness to help set up, take down, and haul supplies for events/trainings.
- Proficiency in both Google Suite and Microsoft Office applications.
- Ability to and excitement about traveling state-wide.

**Please apply even if you feel you do not meet ALL of the qualifications. MIWSAC strives for equitable hiring and we know that lived experience is immeasurable.*

Other Information:

This position will report to the Operations Director. This position can be based remotely throughout Minnesota or at our office in St. Paul.

Salary range: starting salary will be between \$50-55,000 based on qualifications, experience, and other factors. MIWSAC offers a full package of benefits including health & dental insurance, matching retirement, investment in personal development, and an expansive time off policy.

To Apply:

Please email a resume & cover letter to contact.us@miwsac.org. We are seeking to fill this position as soon as possible, and are accepting applications until the position is filled. Priority will be given to applications received by October 1, 2022.

In your cover letter, please address the following (one page)

- Discuss the impact of COVID-19 on sexual assault advocacy and/or survivor;
- Talk about your interest in the intersections of health and the anti-sexual violence movement.