

Prevention and Training Program Manager

Full-Time, Exempt

Salary: \$55,000 - \$58,000 annually



**VIOLENCE FREE
MINNESOTA**

Violence Free Minnesota (VFMN) is seeking someone who is enthusiastic about stepping into a dynamic team. The successful candidate will keep our organizational values at the core of their work engaging in trauma-informed, culturally responsive initiatives that center accessibility, equity, and justice. The individual will ground their work in the experiences of survivors, and through a framework that recognizes the intersection of domestic violence and oppression based on identity and access to power. All staff are expected to participate in our internal race equity and visioning work.

Mission of Violence Free Minnesota

To represent victim/survivors of relationship abuse and member programs; challenge systems and institutions; promote social change; and support, educate, and connect member programs.

www.violencefreeminnesota.org

Position Description

The Prevention and Training Program Manager will lead efforts in identifying, developing, implementing, and overseeing violence prevention programming and training initiatives on behalf of the coalition. Guided by VFMN's mission and vision plan, this position leads and works with member programs to identify and meet training needs, provide technical assistance around training and prevention strategies, and institutionalize evaluative measures in the work to gauge our effectiveness for continuous improvement. This role requires collaboration with internal teams, external partners, and community stakeholders to advance prevention strategies and deliver high-quality training programs to membership and stakeholders. The manager will ensure that all efforts align with the organization's mission to promote safe, inclusive, and violence-free communities.

We are seeking someone who is excited about stepping into a dynamic team at a moment of change and transition. In keeping with our organizational core values, the successful candidate will engage their work in trauma-informed, culturally responsive ways, that center accessibility, equity, and inclusion. Like all coalition staff, the position will work to center the experiences of survivors and to identify ways that domestic violence intersects with experiences of oppression based on identity and access to power. All Violence Free Minnesota staff are expected to participate in our internal equity and visioning work.

Key Responsibilities:

Prevention Program Management:

- Lead the implementation of VFMN's vision plan as it relates to prevention Research, inform, and support the development and implementation of relationship abuse prevention efforts in Minnesota
- Collaborate with healthcare providers, state health departments, and community organizations to address and prevent violence within healthcare settings.
- Participate in relevant coalitions and committees to represent the organization's prevention efforts and contribute to broader public health strategies.
- Work with healthcare providers, the state health department, family home visiting nurses, and the state association of community health centers to address and prevent domestic and sexual violence.
- Primary representative and contact for VFMN on healthcare-DV intersection issues.
- Maintain effective liaison relationship with statewide agencies such as Minnesota Office of Justice Programs, Minnesota Department of Health, Minnesota Department of Education, and Minnesota Department of Health and Human Services.
- Participate in the Minnesota Department of Health Maternal Mortality Intervention Leadership Team implementing the CUES intervention in Minnesota to address maternal mortality and racial disparities within such.



Key Responsibilities (continued)

Training Program Oversight:

- Develop, coordinate, and facilitate trainings for member programs and external stakeholders on topics related to domestic and sexual violence, trauma-informed care, and anti-oppression lens.
- Oversee the creation and delivery of in-person and online training modules, ensuring content is relevant, up-to-date, and accessible.
- Manage all VFMN training contracts.
- Work closely with other program managers to integrate training and prevention efforts across the organization.
- Establish and maintain partnerships with allied professionals, community organizations, and other stakeholders to support and expand training and prevention initiatives.
- Provide technical assistance and consultation to community partners on best practices in prevention and training.

Assist other programs at VFMN in creating sustainable opportunities for external facing trainings to live and be utilized by community and system partners across the state.

Program Evaluation and Reporting:

- Monitor and evaluate the effectiveness of prevention and training programs, using data to inform continuous improvement.
- Prepare and submit reports on program outcomes and grant deliverables to funders and stakeholders.
- Assist in grant writing and resource development to support prevention and training initiatives.

Coalition Duties:

- Take a leading role in developing and coordinating VFMN's Annual Meeting for membership.

Desired Qualifications and Experience:

- Education and/or work experience in public health, social work, women's and gender studies, education, or a related field.
- Demonstrated experience in developing and delivering trainings, including online and in-person formats.
- High level of understanding of domestic and sexual violence, stalking, and the ways these intersect with issues of identity and oppression.
- Prior direct service or advocacy work with survivors of relationship abuse.
- Commitment to reducing domestic violence and other forms of oppression.
- Strong understanding of domestic and sexual violence issues, trauma-informed care, and anti-oppression frameworks.
- Excellent communication, public speaking, and interpersonal skills.
- Strong written skills.
- Ability to work independently and as part of a collaborative team.
- Proficiency in using technology and training platforms (e.g., Zoom, PowerPoint) and familiarity with applications such as: Microsoft 365, Zoom, Microsoft Teams.
- Must be self-directed, have strong organizing skills with the ability to handle multiple tasks in a calm and efficient manner.
- Must be able to manage data and communications in ways that comply with funding and confidentiality guidelines.

Survivors of relationship abuse, persons of color, Native and LGBTQ+ persons strongly encouraged to apply. EOE/AA.

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Compensation and Benefits

- Competitive salary commensurate with experience.
- Comprehensive benefits package, including health insurance, retirement plan, and paid time off.
- Opportunities for professional development and growth.

To apply, please submit a resume, name and contact information for three professional references, and a cover letter detailing your relevant experience and interest in the position to admin@vfmn.org. Applications will be reviewed on a rolling basis.