EMPLEYMENH OPPORTUNITY
Gender Justice Co-Director

Reports To:
Executive Director

About Us:
Freedom Inc. is a nonprofit that works with low-income communities of color to end violence, which for us includes interpersonal and systemic violence. We work with Black and Southeast women, LGBTQIA+, and young folks, to end violence that we experience inside and outside of our communities, to bring about deep change to our lives and communities. We work to end violence against us by supporting and building up community members who experience violence, as leaders, who can then create solutions to ending violence within and against their communities.

We do this through leadership development and community organizing, in ways that are language-gender-generation and culture-specific to the women, LGBTQIA+, and youth from Black and Southeast Asian communities.

Job Summary:
The Gender Justice Co-Director’s role is to oversee the implementation of the objectives outlined in the Gender Justice MOST document and to oversee the culturally-specific sexual assault programs.

Key Responsibilities:
- Organizing and working closely with collaborating service providers and the clients to ensure that the needs of the sexual assault victims are met for the three culturally-specific sexual assault programs (Southeast Asian and Black)
- Coordinating and conducting culturally specific SA trainings for FI’s staff/local service providers/agencies
- Planning and facilitating community conversations with SA victims/survivors
- Producing culturally appropriate resources and documents to develop & sustain programs
- Plan, execute and evaluate department fundraising campaigns and activities
- Identify, solicit, cultivate, and steward current and prospective corporate, foundation, and individual donors
- Supervises: Gender Justice Manager
- Assist staff with red case management victims/survivors: in-take of victims of sexual violence & support plans
- Developing and implementing the Gender Justice MOST and overseeing the execution of team workplans
- Participate in campaigns through planning and implementing events and direct actions with staff, base, volunteers, and coalition partners
- Participate in and lead Political Education trainings
- Plan and implement rapid response during crises, uprising, movement moments, mass mobilizations
- Managing payroll budget and expenses
- Managing Program budgets, expenses, and grant activities
- Tracking & reporting VOCA & DCF programs and contracts for mental health services
- Ability to write narratives to accompany the data

**A Successful Candidate will have:**
- A passion for the FI’s mission and demonstrated commitment to addressing issues facing the SEA and Black community
- Bachelor’s degree in Human Services, Social Sciences, or 5+ years of professional/community experience working with Black Community/ Southeast Asian Communities
- 3+ years Supervisory experience, including managing Manager-level staff
- Understanding of gender diversity, gender/racial/Queer justice and be comfortable working with folx who identify as LGBTQI
- Understanding of the ramifications and impact of sexual assault and domestic violence on a wide range of different family types and communities
- Sexual Violence professional work history
- Understanding of patriarchy, capitalism, anti-blackness, white supremacy and queer/transphobia
- Strategic Planning skills
- Must be able to communicate in healthy, transformative, professional, and direct way with clients, peers, community members and FI Leaders
- Timely Decision Making – makes decisions in a timely manner, sometimes with incomplete information and under tight deadlines and pressure
- Approachability – pleasant demeanor, easy to talk to, easy to approach
- Composure – cool under pressure, not easily agitated or offended
- Excellent organization and time management skills; proven ability to meet deadlines
- Making appropriate, informed decisions regarding priorities
- The ability to react with appropriate levels of urgency to situations and events that require quick response or turnaround
- Forward-looking thinker, who actively seeks opportunities and proposes solutions
- Demonstrated ability to effectively manage multiple tasks and produce high quality written material under tight deadlines
- Self-motivated & detail-oriented
- Advanced proficiency in MS Office applications (Word, Excel, PowerPoint) and Google Business (Docs, Sheets, Slides)
- Proficiency in CRMs and web-based applications like Basecamp, Signal, RingCentral and NeonOne

**Location:**
This position is based in-person in Madison, WI. It is not a remote position although there may be times when position may be remote in town due to Covid safety protocols.

**Compensation & Benefits info:**
This full-time position offers a non-profit salary commensurate with experience, flexible work hours, collaborative work environment, and a benefits package that includes generous vacation, medical and dental insurance, and the option of participating in pre-tax transit benefit program and/or a voluntary 403(b) retirement savings plan.
Please send your resume to: hr@freedom-inc.org

*Freedom, Inc. is an equal opportunity employer, which does not discriminate against individuals based on race, national origin, gender, physical disability, religion, sexual orientation, age, or any characteristics protected by the law.*