

## **VIOLENCE PREVENTION COORDINATOR, UMKC WOMEN S CENTER**

### *Our Story*

UMKC, one of four of the University of Missouri campuses, is a doctoral research-intensive public university offering traditional and interdisciplinary programs and serving approximately 14,500 students. The University is well positioned to address the demands of the times in a dynamic city that deserves and requires the benefits that accrue from a strong public university.

The University of Missouri-Kansas City has a broad and inclusive educational mission with specific emphasis in three areas: visual and performing arts, health and life sciences, and urban affairs. UMKC's unique profile includes the College of Arts and Sciences and Schools of Education, Nursing, Business and Public Administration, Medicine, Law, Computing and Engineering, Biological Sciences, Dentistry, Pharmacy, and the Conservatory of Music and Dance.

The University has an institution-wide commitment to diversity and multiculturalism and strives to create a welcoming environment where faculty and staff feel valued for their contribution. The successful candidate will have a genuine enthusiasm for students and the University.

### **POSITION OVERVIEW**

The University of Missouri-Kansas City (UMKC) is seeking applications and nominations for the position of Violence Prevention Coordinator, Women's Center. The Violence Prevention Coordinator works with the Project Director of the UMKC Violence Prevention and Response Project, community consultants, staff from the Women's Center and other UMKC campus offices to provide coordination of the Violence Prevention and Response Project at UMKC, including programming, education, and support services for sexual violence survivors, their families, and the UMKC community. The Project and position are funded by a three-year grant through the U.S. Department of Justice Office on Violence Against Women (VAWA Grant). The main purposes of the grant are to increase awareness of sexual violence and provide services to survivors of sexual violence, their families, partners, and friends; provide education about the problem of sexual violence, and increase the number of reports and on- and off-campus adjudications of sexual violence. The Violence Prevention Coordinator reports to the Assistant Director of the Women's Center.

Principal duties and responsibilities for this position include but are not limited to: Design and implement violence prevention and awareness programming (including events such as the V-Day College Campaign, Take Back the Night, and Domestic and Sexual Violence Awareness Months) for women and men students, faculty, staff and community members; Design and implement educational training about sexual violence for campus administrators and campus security personnel, as well as faculty and staff members. Work closely with the Victim Services Adjudication Advisor to ensure the inclusion and delivery of information related to the judicial processes in those trainings; Work with Human Resources to ensure training of new staff during New Employee Orientation; Design and implement educational training about sexual violence that addresses the needs of professional students in the Schools of Medicine, Nursing, Dentistry, Law, and Education; Serve as a resource and provide consultation to the university community regarding issues of sexual assault, relationship violence, stalking, and other forms of sexual violence; Work with the Victim Services Adjudication Advisor and the Violence Prevention and Response Task Force to review and revise current violence response policy and protocol at UMKC; Supervise the design of grant-related publications, including awareness raising pieces and program brochures; Provide program assessment as needed; Aid the project director in

creating quarterly grant management reports, maintaining the grant budget, and other grant management activities as needed; Represent the Violence Prevention and Response Project and/or Women's Center on University and community committees as assigned.

**MINIMUM QUALIFICATIONS**

Bachelor's degree in Social Work, Women's Studies, or related field is required. One to two years directly related experience is needed; an advanced degree may be used as a substitute for the work experience. Experience in program planning in a not-for-profit organization and/or University environment. Strong public speaking skills as well as solid writing, analytic and organization skills. Demonstrated commitment to activism and women's issues and ability to meet the needs of a diverse population. Coordinator may work evenings and weekends as well as travel. Preferred Qualifications: Master's degree in College Personnel/Student Affairs, Social Work, Counseling, Women's Studies, or related field preferred; Advocacy experience in domestic violence or sexual assault.

**Salary and Benefits**

UMKC offers a competitive salary \$30,467 - \$31,200, affordable medical and dental plans (no waiting periods), 403(b) savings plan, paid time off, tuition assistance (75% of educational fees paid), and University paid long-term disability and life insurance benefits.

**APPLICATION CLOSING DATE**

Priority deadline: November 9, 2007, but applications will be accepted until the position is filled.

**HOW TO APPLY**

UMKC is an equal opportunity employer/educational institution and candidates of all backgrounds are encouraged to apply. Please download our application at <http://www.umkc.edu/jobs> Mail application, resume and cover letter to: Kelly, AC #226, 5100 Rockhill Road, KCMO 64110.

**EFFECTIVE SEPTEMBER 1, 2007: ALL FINAL CANDIDATES WILL BE REQUIRED TO SUCCESSFULLY PASS A CRIMINAL BACKGROUND CHECK PRIOR TO BEGINNING EMPLOYMENT.**

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Brenda Bethman  
Director, Women's Center  
5100 Rockhill Road  
105 Haag Hall  
University of Missouri-Kansas City  
Kansas City, MO 64110  
Phone: 816.235.1643  
Fax: 816.235.5522  
E-Mail: [bethmanb@umkc.edu](mailto:bethmanb@umkc.edu)  
Web: <http://www.umkc.edu/womenc>

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