Training Director
Full Time Exempt Position

Job Description:
It is the responsibility of every ODVN employee to uphold the mission and purpose of this agency. The Ohio Domestic Violence Network advances the principle that all people have the right to an oppression and violence-free life; fosters change in our economic, social and political systems and brings leadership expertise and best practices to community programs.

In addition, it is the expectation that all staff will communicate ethically and engage in providing excellent customer service. It is also an expectation that on the individual level all staff members will work to further their personal capacity to foster an environment of cultural inclusivity and sensitivity that is the foundation for all our work.

This job description defines areas for which an individual has primary responsibility and is not intended to limit the scope of the job in any way.

Training Responsibilities:

- Provide overall supervision to the ODVN Training and Online Learning Academy to ensure coordination and implementation of local, regional and statewide trainings on domestic violence and related topics, including assisting in developing and providing training for program staff, executive directors, volunteer board members and allied professionals.

- Work closely with the Deputy Director and utilize knowledge and information obtained through program support to inform the training topics desired by member programs and staff members.

- Work collaboratively with the Training Team and other ODVN staff to direct the development of the in person training academy and online learning academy, as well as other online courses and webinars. Maintain supervision and coordination of quarterly Tuesday@2 webinars.

- Develop, coordinate and facilitate intensive face to face regional trainings using adult learning principles to local domestic violence programs and allied professionals on a wide variety of topics.

- Complete all grant reporting requirements for the ODVN VOCA and FVPSA grants. Oversee the progress, implementation and completion of all grant deliverables for each grant. Some grant writing will be requested as it relates to training team project goals and staff.

- Provide supervision to the Training Coordinator, Youth Advocacy & Trauma Informed Services Coordinator, and other staff members as assigned.
• When requested, provide coordination and facilitation for ODVN’s regional Legal Advocacy Caucuses, Youth Advocacy Caucuses, Executive Director Roundtable Meetings, and Annual Leadership Retreat.

• When requested, provide technical assistance and consultation with local domestic violence service providers and allied professionals throughout Ohio. Technical assistance includes on-site support as well as telephone consultation, research and provision of resource materials.

• Assist the Deputy Director with the research, development, and dissemination of promising practice models, policies, procedures, model forms and information in the areas of programs and services, agency development, marginalized populations and other related areas as needed.

• Ensure the adherence to the training portion of the ODVN Diversity, Equity & Inclusion (DEI) strategic plan and ensure that DEI trainings are coordinated and offered at least once per year for internal staff development as well as to member programs statewide.

• Attend meetings of ODVN caucuses, committees and interagency meetings as requested.

• Perform other duties as assigned by the Deputy Director.

Qualifications:

• Minimum of three to five years of recent experience in the field of domestic violence, sexual violence, human trafficking, trauma, community collaboration, anti-oppression or social justice work, or any combination thereof.

• A minimum of a Bachelor’s Degree is preferred and/or at least 3 years of experience in a domestic violence program, training position or related field.

• Previous supervisory experience preferred.

• Knowledge of trauma, vicarious trauma, and trauma-informed organizational capacity building.

• Previous experience in developing and facilitating trainings. Must be comfortable speaking in public to large and small groups and be knowledgeable about a wide variety of domestic violence topics and presenting information.

• Previous knowledge and/or experience with grant funding and reporting for domestic violence program funding streams.

• Must demonstrate strong public speaking skills, strong writing and oral communication skills, and strong organizational skills. Must be able to manage multiple projects being planned and scheduled at a time.

• Previous experience working with ODVN and statewide domestic violence initiatives preferred (such as ODVN trainings, Safe Zone Project, ODVN Executive Director Roundtables, the Trauma-Informed Practice Scales Initiative, etc.).

• Demonstrated ability to work independently, coordinate multiple tasks and training requests.
• Some knowledge of technology and training platforms preferred. (Power Point, Zoom, etc.)

• Maintain a valid driver’s license and access to own transportation. Must be willing and able to travel statewide on a frequent and ongoing basis (as safety and health conditions permit). Some out of state travel may be required 1-2 times per year.

**Compensation:** ODVN offers highly competitive salaries based on experience, a generous benefits package including partially paid health insurance for employees and their children; other health insurance policies at low costs to employees such as dental, vision, and short term disability; Health Savings Account, Flexible Spending Account, retirement plan after one year of employment; and a generous and flexible accrued paid time off benefit.

**Location:** Columbus, Ohio and statewide with potential for remote teleworking to be determined.

**Application Process:**
We encourage applicants from diverse groups to apply including, but not limited to African-American, Latina/o, Native American, Asian/Pacific Islander, and LGBTQ+ persons. We also welcome applicants from different national origins, religions, ages, & ability status.

**To apply:** Please submit a resume with a cover letter, to Shelley Marsh, Deputy Director at shelleym@odvn.org. Please do not submit anything by mail. No telephone inquiries please.

The review of applications will begin immediately. **Scheduling of initial interviews of first round candidates will begin the week of August 31, 2020** progressing until a qualified applicant is hired.

All interviewees will be asked to provide a 5-7 minute presentation/training on a domestic violence topic of their choice.

**ODVN is an Equal Opportunity Employer**