

JOB DESCRIPTION
Domestic Violence Housing Systems Manager
April 15, 2024

Reports to: Co-Executive Director, Programs

Classification: full time (36 hours a week), non-exempt, flexible schedule

Position Summary: Lead the work of reimagining housing systems for domestic violence survivors in our region through cross systems collaboration, ongoing coordination of domestic violence housing services, building partnerships between domestic violence and homelessness/housing systems across King County, and creative engagement with the domestic violence community and stakeholders. Given the known disparities within housing systems, this position will work to center the housing needs of survivors with the least access to resources, such as folks from Black, Indigenous, and People of Color (BIPOC) communities.

Responsibilities:

Facilitate Coordination of DV Housing Services

- Convene, facilitate, and staff regular meetings of domestic violence housing groups including, but not limited to: the DV Coordinated Housing Access Point (DVCHAP), and Joint Family Shelter/DV Shelter.
- Maintain and improve upon the current DVCHAP process in coordination with DVCHAP workgroup, the DVHopeline, New Day administrators and other relevant stakeholders.
- Work in close collaboration with Coalition staff and DV providers to provide opportunities for membership to engage with, grow their knowledge of, and develop skills in both DV housing and mainstream homeless housing systems.

Build Capacity of DV Advocacy and Housing/Homelessness Services Providers

- Build, maintain, and create internal systems and tools for providing training for DV advocates around housing and homelessness issues and resources, to increase knowledge in these areas and strengthen housing advocacy skills among member programs.
- Build, maintain, and create internal systems and tools for providing training for, and consultation to, mainstream housing/homeless providers around domestic violence, safety planning, and trauma informed advocacy.

Develop and Maintain Linkages Between the Homeless Service System and DV Advocacy System

- Ensure consistent linkage and communication between DV providers, Coordinated Entry for All (CEA), the Continuum of Care (CoC), and the King County Regional Homeless Authority.
- Represent the DV provider/survivor perspective in CEA and CoC meetings and workgroups.

- Consult with CEA to develop policies and procedures that are inclusive of and relevant to DV survivors.
- Build and maintain partnerships with mainstream homeless housing agencies to improve their ability to meet the needs of survivors in their programs.
- Remain up to date on local, state, and federal housing systems.
- Stay engaged and connected with emerging trends on topics related to the intersection of housing and domestic violence.

Other

- Maintain relevant records and documentation and prepare reports as needed.
- Participate in relevant Coalition meetings and events.
- Other duties as identified.

Qualifications:

- Have a passion for gender, racial, economic, and social justice, along with a commitment to the Coalition's mission, vision, and values.
- Knowledge of gender-based violence and its intersections with racism and other systems of oppression. Experience working with agencies that center services for survivors in communities of color and other marginalized groups.
- Thorough understanding of housing stability issues often facing survivors of domestic violence, coupled with a deep understanding of the philosophies, services, and mandates of both the dv advocacy and homelessness/housing service sectors. This person is expected to work towards being a subject matter expert on the topic of dv/homelessness in our region.
- Experience fostering collaboration between individuals and agencies from diverse fields and with differing perspectives and philosophies.
- Excellent meeting facilitation and conflict resolution skills, and a systems change orientation.
- Demonstrated project management skills and ability to meet multiple deadlines.
- Ability to research promising policies, practices, training curricula, and funding opportunities, with experience developing policies and procedures.
- Understanding of professional training and adult education principles; demonstrated experience developing and delivering professional training programs.
- Excellent writing skills; ability to synthesize complex information into professional but readable documents.
- Ability to "self-start": identify projects based on emerging trends and work independently, while integrating input from collaborators and direction from supervisor.
- Ability to travel to locations throughout King County.
- Knowledge of local, state and federal housing funding and policy is desirable.
- Experience working in domestic violence housing programs in King County is a plus!

The Coalition values a diverse workplace, and encourages people of all backgrounds to apply, especially people of color, immigrants, refugees, LGBTQ people, people with disabilities, veterans, and people with lived experience with gender-based violence and/or navigating housing/homelessness systems.