



Freedom Network USA

FREEDOM NETWORK TRAINING INSTITUTE PROJECT MANAGER

Application Deadline: October 30, 2020 until position is filled (applications will be considered on a rolling basis)

Position Term: The expected start date is January 18, 2021 and funded until September 30, 2023, with a possibility of renewal.

Location: Washington DC area, Buffalo NY, or Salt Lake City UT preferred; with a possibility of remote work.

Mission: Freedom Network USA (FNUSA) is the nation's largest alliance of organizations and individual advocates working with survivors of all forms of human trafficking to ensure that trafficked persons have access to justice, safety, and opportunity. FNUSA has a work atmosphere where everyone's opinions and ideas are valued. We are committed to work-life balance and offer everyone opportunities to learn, experiment, and grow.

Position Summary: The Freedom Network Training Institute (FNTI) is a leader in providing dynamic and innovative training and technical assistance to professionals in the human trafficking field. We are searching for a Project Manager, who will be primarily responsible for supporting activities of the FNTI Housing TTA Project. The FNTI Housing Training and Technical Assistance Project (FNTI Housing TTA Project) is funded by the USDOJ Office for Victims of Crime to increase access to safe housing for survivors of human trafficking. The FNTI Project Manager works with the FNTI Director to develop and deliver high quality training and technical assistance to human trafficking programs on access to housing for human trafficking survivors. This position will lead the strategy for equipping service providers and the anti-trafficking field in creating equitable access to long-term housing and implementing best practices in the field. If you want to contribute to the anti-trafficking field and be on the frontlines of informing how services for survivors are implemented, we want to hear from you.

Essential Job Functions:

- Provide training and technical assistance within your area of expertise.
- Lead the strategy and carry out the delivery of training and technical assistance for the FNTI Housing Training and Technical Assistance Project.
- Supervise and support two full-time FNTI Training Specialists, on the revision and implementation of trauma-informed policies and procedures for anti-trafficking housing programs.
- Lead, convene, and oversee Housing Summits in local communities throughout the US, as a part of the FNTI Housing TTA Project.
- In collaboration with the FNTI Training Specialists, develop and support a national Peer Support Network for anti-trafficking housing providers.
- Establish and oversee a virtual learning platform for anti-trafficking housing providers.

- Help develop the creation of a vetted housing directory of trauma-informed shelters in the US.
- Prepare and submit progress reports to federal funder.
- Other duties as assigned.

Required Experience and Skills:

- At least 5 years of experience in the anti-trafficking field or allied fields (domestic violence, sexual assault, runaway and homeless youth, etc.)
- Supervisory experience is required.
- Knowledge of best practices on housing for survivors of trafficking.
- An understanding of homelessness and housing systems is preferred.
- Knowledge and experience with the administration of federal grants is highly preferred.
- Excellent organization skills, creativity, and flexibility.
- Excellent knowledge of Microsoft Office (including Excel, Word, and PowerPoint), Adobe Acrobat Pro, Adobe Connect, and Zoom Webinar.
- Collaborative team player with excellent communication skills and ability to relate to different points of view.
- Trustworthy with strong integrity.
- A commitment to human rights and survivor empowerment, with a sense of humor and collaborative spirit.

Compensation: Salary range is \$60,000 to \$65,000 depending on experience, plus benefits, including medical dental, vision, and retirement plan. Employees working from a home office will be provided with or reimbursed for the following supplies: computer, printer, internet access (reimbursable up to one fourth the total cost) and office supplies.

How to Apply: To apply please send resume, cover letter, and writing sample to info@freedomnetworkusa.org by **October 30, 2020** with *FNTI Project Manager* in the subject line.

Freedom Network USA is an equal opportunity employer. FNUSA does not discriminate on the basis of race, ethnicity, color, gender identity or presentation, sex, marital status, sexual orientation, age, religion, immigration status, or the presence of any sensory, mental or physical disability in employment. Survivors of trafficking are strongly encouraged to apply.