



## Violence Prevention Coordinator

**Department:** Abby's House  
**Recruitment #:** S1950  
**Application Deadline:** Review begins **August 9, 2019**. Position open until filled.  
**Salary Range:** \$37,000 - \$40,000

### Benefits:

Western Oregon University's offers an excellent benefits package for eligible employees which includes 95% premium paid healthcare, a generous retirement and vacation package, and reduced tuition rates for employee, spouse or dependent at any of the Oregon Public Universities. <http://www.wou.edu/hr/benefits/>

### Department / Job Summary:

This is a regular, 12-month, full-time, unclassified position in Abby's House Center for Equity and Gender Justice at Western Oregon University in Monmouth. Abby's House provides the Western Oregon University (WOU) community with educational programming, information, and referral services designed to promote equity and non-violence.

<http://www.wou.edu/abbyshouse/>

The Violence Prevention Coordinator (VPC) plans, implements, and evaluates violence prevention programming, including bystander intervention trainings and campaigns for students at WOU. The VPC is also a key member of the Sexual Misconduct Prevention Education Council (a group of staff from multiple departments across campus who all have some part to play in violence prevention) and co-manager of the Abby's House student Violence Prevention Advocacy Team.

***We are not considering candidates who require Visa sponsorship support. Additionally, the university typically only considers visa support for employees placed in specialized positions that are continuing regular university appointments.***

### Minimum Qualifications:

- Bachelor's degree
- Minimum of two (2) years related professional experience in an educational or social service setting or combination of settings
- Work experience and/or training on dynamics of gender-based violence and bystander intervention
- Excellent organizational, communication, and coalition building skills
- Demonstrated ability to work effectively with individuals from diverse backgrounds
- Ability to manage multiple tasks with competing timelines and frequent interruptions
- Ability to establish and maintain effective working relationships with employees at all levels throughout the institution

### Preferred Qualifications:

- Master's degree
- Minimum one (1) year of experience providing supervision to student or professional employees
- Professional experience creating and conducting program assessments
- Work experience/training in direct service advocacy

***\*\*A criminal background check will be required as a condition of employment***

## Working Conditions

- Work hours are 8am – 5pm, Monday – Friday, with some evenings and weekends, as needed

## Application Instructions:

You may submit all materials online at [www.wou.edu/prostaffapp](http://www.wou.edu/prostaffapp)

### Required application materials (PDF preferred):

1. WOU Employment Application available at [www.wou.edu/prostaffapp](http://www.wou.edu/prostaffapp)
2. Letter of application that addresses each qualification of the position. Please include how your experience, education, and/or training might help us build a more inclusive, collaborative, and diverse community
3. Resume
4. Contact information for three references
5. Copy of unofficial transcripts for highest degree earned

### As an alternative, you may also submit application materials to:

**S1950, Violence Prevention Coordinator**, Human Resources, Western Oregon University, 345 Monmouth Ave N, Monmouth, OR 97361; OR E-mail to [employment@wou.edu](mailto:employment@wou.edu); OR fax to: 503-838-8144

Western Oregon University (WOU) is a mid-sized public comprehensive university located in the heart of Oregon's lush Willamette Valley. The university serves a large number of first-generation college students. WOU has received national recognition for its commitment and success in serving students. The campus is about 20 minutes from Salem, the state's capital, about 75 minutes from Portland, the state's cultural hub, and a short drive from the Oregon coast, mountains, and other scenic areas. The university is located in an increasingly diverse, bilingual, and rural area in the Willamette Valley. Our student body of about 4800 undergraduate and 600 graduate students enjoys a vibrant and close-knit intellectual community.

**Western Oregon University is an AA/EOE/Veteran/Disability employer and is committed to fostering diversity in its student body, faculty, and staff.**