



abused Deaf women's advocacy services

Training and Technical Assistance Coordinator (TTAC)

Full-time non-exempt position. (Continued employment contingent on grant funding)

The Abused Deaf Women's Advocacy Services (ADWAS) is a non-profit agency that serves Deaf and DeafBlind survivors of domestic violence and sexual assault and provides prevention education to the general community. Our core values are: Being Deaf-Centered, Dedication, Social Justice, Confidentiality, and Integrity

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily with or without accommodations. ADWAS will work with employees with disabilities in providing reasonable accommodations for completion of these duties as needed.

The ADWAS Training and Technical Assistance Coordinator provides the following services:

- Provide consultation and guidance on issues connected to domestic violence and sexual assault within and against the Deaf community to outside agencies, businesses, and service providers.
- Develop relationships and connections in the community through site visits, sharing resources, providing trainings, and other strategies that support and enhance services for Deaf communities.
- Develop training and materials for general and/or community specific users.
- Work with service providers to identify gaps in services and offer solutions and resources.
- Survey and collect data from partners to evaluate effectiveness, use this information to improve and adjust provided services.

Required Qualifications:

- Minimum of 4 years involvement in the Deaf or DeafBlind communities.
- Fluency in American Sign Language
- At least 1 year outreach and/or prevention experience is beneficial
- Knowledge of the issues of sexual assault and domestic violence is beneficial
- Willingness to work flexible hours
- Knowledge of the issues of oppression of and within marginalized populations.

Responsible to: Program Director

Essential Functions:

- Must be able to remain in a stationary position frequently
- Must often be able to use written English to produce and edit a large variety of documents

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- Must be able to move inside the office and in the community often
- Must be able to constantly operate a computer and other office items such as stapler, copy machine, printer, smart phone etc.
- Must be able to constantly communicate with supervisor, co-workers, community members, survivors, and others, must be able to exchange accurate information on these situations.
- Must be able to constantly problem solve, organize, prioritize, follow through.
- Must be able to frequently change tasks
- Must be able to sometimes work outdoors in cold or high temperatures.
- Must be able to seldom move and transport up to 20 pounds.
- Must be able to frequently work independently without direct supervision.
- This role will not supervise staff.
- Must be able to frequently interpret data and make decisions.

Non-Discrimination:

ADWAS will not discriminate against any employee or applicant because of race, color, gender, age, sex, ethnicity, income, military status, religion, national origin, pregnancy, marital status, sexual orientation, gender identity, gender expression, political ideology, ancestry, status as a domestic violence or sexual assault survivor, or the presence of any sensory, mental, or physical disability. Such action shall include but not be limited to the following: employment, upgrading, demotion, transfer, recruitment, advertising, layoff, termination, rates of pay or other forms of compensation, selection for training, etc., and this policy of nondiscrimination shall be posted in conspicuous places, available to all applicants.

To Apply:

Please send/email the ADWAS application, cover letter, resume and three professional references to Emily – officemgr@adwas.org – or by using the address on this letterhead. Applications will not be considered until all these items have been received. If you require alternative methods of application or screening, please contact us.

Employees must be fully vaccinated for Covid19. Your vaccine status will be verified as part of our onboarding process. Please note medical or religious accommodation may be available once an offer of employment is made.

ADWAS is an Equal Opportunity Employer. Deaf, DeafBlind, DeafDisabled, S/CODA, hard of hearing, Survivors of interpersonal violence, BIPOC, and LGBTQIA+-identified persons are encouraged to apply.

Compensation:

Position starts at \$24.04 per hour. Medical, dental, vision, and retirement package are offered

Position open until filled