



<https://victimsofcrime.org/job/director-of-field-services/>

Director of Field Services

Description

About NCVC: National Center for Victims of Crime advocates for victims' rights, trains professionals who work with victims, and serves as a trusted source of information on victims' issues. After more than 25 years, we remain the most comprehensive national resource committed to advancing victims' rights and helping victims of crime rebuild their lives.

Assistance for victims of crime is available through the National Center for Victims of Crime's web site, www.victimsofcrime.org.

About the Position: The Director of Field Services is responsible for managing all NCVC's programs for victim service professionals. This includes oversight of programs that provide training and technical assistance (TTA) and other services to victim service professionals.

This is an opportunity to help develop a new vision for the organization's efforts in providing best in class services and resources to victim service professionals and identify grants and new program possibilities.

Responsibilities

Key Responsibilities:

- Provide budget and financial oversight for all programs involving services for victim professionals.
- Provide leadership, supervision, oversight, and management of the Field Services department and related grants.
- Work with the project team to track the project deliverables, action items, reporting responsibilities, update work plans, send email reminders on upcoming deadlines, and prepare quarterly and semi-annual reports to federal funding partners.
- Provide oversight and ensure compliance with federal grant management regulations
- Develop new programs and identify grant opportunities
- Other duties as assigned

Qualifications

- Minimum 3-5 years of experience working in training and technical assistance, ideally with mid-sized to a large nonprofit focusing on victim services, criminal justice, justice-involved youth, education, or another related field required.
- Advanced degree in a social science field, including education, public policy, public administration, public health, sociology, or a related discipline (or work experience equivalent will be considered)
- Minimum 2 years working as a victim services professional (law enforcement officer, victim advocate, etc.) preferred
- Hands-on experience with project management and grant writing

Hiring organization

The National Center for Victims of Crime

Employment Type

Full-time

Job Location

Arlington, Virginia

Remote work from: Arlington, VA

Date posted

December 3, 2020

- Excellent English verbal and written communication skilled is a must
- Strong and proven leadership in previous positions is necessary
- Demonstrated success working with underserved populations and strong cultural competence helpful
- Experience working in a non-profit would be beneficial
- Ability to travel, both locally and nationally, 25% of the time (post-COVID)

Job Benefits

We have a generous benefits package, including health insurance, dental insurance, vision insurance, vacation, sick and personal, 15 paid holidays per year, and contributions to individuals' 401K plans.

Contacts

To Apply Please submit a cover letter, salary requirements and resume to jbraxton@victimsofcrime.org. No phone calls please.