



# DC COALITION AGAINST DOMESTIC VIOLENCE

## Policy Director Search

The District of Columbia Coalition Against Domestic Violence (DCCADV) seeks a talented and experienced professional to lead the Coalition's advocacy initiatives, and to advance its public policy agenda on behalf of local anti-domestic violence organizations. DCCADV's mission is to build a community where domestic violence is replaced with human dignity. To make this happen, we:

- Mobilize our collective voices as a movement to end domestic violence
- Advocate for social change that respects the diversity of the District of Columbia
- Collaborate to assure the collective voices of those who share our guiding principles have a strong role in our planning
- Educate to promote the safety and well being of everyone affected by domestic violence
- Strengthen the District of Columbia by being an effective leader that champions inclusiveness, deliberate debate and empowerment

The Policy Director is a key part of the staff leadership team that helps to develop program and organizational strategies. Specific position responsibilities include but are not limited to:

- Design initiatives to inform, educate, and mobilize community and coalition stakeholders
- Develop and implement the policy department's short- and long-term policy agenda in collaboration with Coalition membership and the organization's leadership
- Champion community-based systemic reform initiatives affecting domestic violence survivors
- Educate and brief D.C. City Council members and staff
- Collaborate with Coalition members and other stakeholders on legislative, policy, and systemic reform initiatives impacting domestic violence and related issues
- Oversee and provide technical assistance to Coalition member programs, policy makers and other stakeholders on policy, legislative, systems advocacy, and legal issues
- Cultivate alliances in the community to further the policy, systems advocacy and legal systems work of the Coalition
- Lead and manage research projects and statistical analysis that support policy initiatives and Coalition programs
- Speak publicly on DCCADV policy issues
- Develop briefing papers, reports, testimony and other public materials
- Supervise production of legal training curriculum, training materials as well as supervise and conduct policy related trainings
- Hire, supervise, and evaluate policy department staff, including interns, law clerks and volunteers
- Develop the policy department's budget in consultation with management team
- Assist in the development of grant proposals for policy-related work, and support general fundraising activities as required
- Other duties as assigned

Ideal Candidates will have the following related skills and experience:

- Commitment to the DCCADV mission, including demonstrated knowledge of domestic violence
- A Juris Doctor or Masters in Public Policy degree or at least 4 years of significant advocacy/policy experience
- Knowledge and experience with the legislative process - D.C. policy experience strongly preferred
- Knowledge of D.C. criminal and civil statutes and regulations
- Knowledge of D.C. judicial system
- At least 2 years of supervisory and project management experience and budgeting
- Excellent communication, writing, and public speaking skills
- Strong negotiating and networking skills
- Strong organizational, critical thinking and analytical skills
- Strong team building skills.

To Apply:

Qualified applicants should send a cover letter, including salary requirements, resume and two writing samples (ideal writing samples will illustrate policy/legislative knowledge and be less than 5 pages each) to:

[lkofman@dccadv.org](mailto:lkofman@dccadv.org) (please put Policy Director Search in the subject line)

or

Policy Director  
DCCADV  
5 Thomas Circle, NW  
Washington, DC 20005

Salary DOE  
Equal Opportunity Employer  
Position open until filled  
**NO PHONE CALLS OR FAXES PLEASE**