

## POSITION ANNOUNCEMENT

**POSITION: Attorney Advisor or Deputy Director – Battered Women’s Justice Project (BWJP)  
National Center on Protection Orders and Full Faith & Credit (NCPOFFC)**

### **About BWJP:**

The Battered Women's Justice Project (BWJP) is the national legal resource center on civil and criminal justice system responses to gender-based violence (GBV). Our projects provide some of the nation’s leading specialized policy and practice initiatives on improving survivor safety. Our work addresses the many facets of gender-based violence, such as complex family dynamics, the importance of protection orders, the risk of firearms, and how to prevent the violence in the first place. It’s through our many programs and partnerships that we’re able to think systemically and at a community level. We know that it’s critical to maintain an intersectional lens that prevents further harm for historically marginalized communities.

When we look at the current landscape of gender-based violence, we see proof that the justice system isn’t always just. And from there, we see solutions.

### *What We Do:*

Provide support in the form of technical assistance, consultations, training, and assessments to communities and organizations looking to create systemic change.

Develop research, guides, and other tools to address trends and “hot topics” related to gender-based violence.

Serve as a resource for local advocacy programs and state coalitions interested in providing enhanced legal responses and support to survivors.

Support appellate advocacy through legal research, analysis and writing support.

Serve as experts for policymakers and the media.

Identify best practices in systems and local communities and help promote their implementation nationwide.

Undertake special projects to identify emerging issues and ensure the resources we provide are based on the realities of all survivors.

### **About NCPOFFC:**

The National Center on Protection Orders and Full Faith & Credit helps to identify and resolve the systemic problems that exist around issuance, service, and enforcement of protection orders. The complexities of inter-jurisdictional policies should never result in harm for survivors,

and we're committed to working with all possible allied professionals to make that happen.

Who We Serve: We're here to provide training and technical assistance to attorneys, advocates, court administrators, court personnel, judges, law enforcement officers, prosecutors, survivors and anyone else who works with protection orders.

Services: There is no one size fits all recommendation, so our team specializes in providing technical assistance, consultations, and training that's tailored to each unique situation.

Technical Assistance: Our National Center exists to provide general support with information, referrals, resources, site visits, case reviews, and whatever else is needed.

Consultations: We're ready to problem solve on any related topic, especially on those that involve multi-disciplinary or multi-agency initiatives.

Customized Training: Our team employs highly interactive techniques, all grounded in adult learning principles. Session topics can encompass anything related to protection orders, and we can help you choose the topic that's right for your organization.

Trainings can be conducted on-site, remotely, or through our learning management system, the [National GBV Learning Community](#).

### **Position Overview:**

NCPOFFC seeks to fill a grant-funded attorney position, which may be classified as an Attorney Advisor or a Deputy Director, depending on experience. Reporting to the Director of the National Center on Protection Orders and Full Faith & Credit (NCPOFFC), the Attorney Advisor or Deputy Director will provide leadership, support, and resources on the prevention of gender-based violence through advocacy, training, technical assistance, public awareness, and research.

### **Key Job Responsibilities for both roles:**

- Develop and conduct training on issues related to protection order issuance and enforcement, the Violence Against Women Act, federal and state firearm laws, and the federal domestic violence and stalking crimes at the local, state, and national level.
- Provide analysis and review of policies and legislation.
- Research issues related to VAWA, family violence, federal and state firearm laws, protection order issuance and enforcement, and the federal domestic violence and stalking crimes.
- Participate in the development, review, and edit technical assistance materials, articles, guides, resources, and publications.
- Provide consultation and technical assistance.
- Participate in the development of new and continuing grant applications for NCPOFFC.
- Monitor legal and public policy developments around the country that impact

civil/criminal justice responses to victim/survivors and their families.

- Research and write articles on innovative practices and emerging public policy issues in the field of legal responses to domestic violence.
- Maintain accurate records for reporting to funder about training and technical assistance activities.
- Attend staff meetings and trainings, as required.

**Additional Job Responsibilities for the Deputy Director:**

- Serve as the head of training and technical assistance for law enforcement and prosecution. Conduct legal and policy research and facilitate meetings; develop recommendations and memos.
- Act as a consultant designing substantive content of events, developing model documents, and conducting trainings.
- Develop and maintain partnerships with senior leaders at other organizations to partner on projects, substantive legal work, and grant proposals. May include contacts with government entities including funders, and with media.
- May manage a grant funded project, supervise more junior attorneys, or provide substantive administrative support to the Center.
- Strong communication and organizational skills, ability to exercise independent judgment. Work within budgets. Identify and develop grant funding opportunities. Compile data for drafting and submitting funder reports.

**Skills and Qualifications for both roles:**

- A law degree from an ABA-accredited law school.
- Licensed to practice law in any US jurisdiction.
- 5-8 years of litigation experience in divorce, custody, and/or protection order proceedings.
- Knowledge of the range of legal and social issues involving gender-based violence.
- Strong communication skills with both legal and non-legal audiences.
- Strong legal research and writing skills.
- Ability to travel overnight 4-6 times during the year.
- Demonstrated ability to work independently and in a team in a remote environment.
- Deep commitment to ending gender-based violence and an understanding of how interpersonal and institutional power, privilege, and oppression affect the lives of domestic and sexual violence survivors.

**Preferred Experience for both roles:**

- Experience working with survivors of sexual assault, stalking, and/or human trafficking
- Experience working with survivors in rural areas
- Experience training at the state, local and national level
- Experience working with victims from traditionally excluded, underrepresented, and/or underserved communities; in particular, victims who are BIPOC and/or LGBTQI+ and living at multiple identity intersections. Demonstrated commitment to supporting race equity and cultural humility in prior professional experiences.

**Additional Skills and Qualifications for Deputy Director:**

- 8-10 years of experience in family law and/or criminal prosecution experience developing accessible curricula that facilitate adult learning.
- Experience grant writing
- Experience enriching and/or supervising a diverse team and working collaboratively with individuals from differing backgrounds.

**Salary:**

**Attorney Advisor:** \$80,000 – \$100,000 annually based on experience.

**Deputy Director:** \$95,000 - \$115,000 annually based on experience,

**Benefits:** 100% individual health insurance (75% family), dental insurance, pension, disability and life insurance, vacation, sick, and holiday pay.

**Application:** We are accepting applications for this position on a rolling basis. However, to ensure that your application is considered, please submit your resume, cover letter, and writing sample by February 28, 2023, to [hr@bwjp.org](mailto:hr@bwjp.org), or Battered Women’s Justice Project, 540 Fairview Ave N, Suite 208, St. Paul, MN 55104

**AA/EOE**