



CENTRAL VALLEY  
**JUSTICE**  
**COALITION**

**~Prevention Program Manager for hire by Central Valley Justice Coalition~**  
**The Justice Coalition's mission is to partner with the church and community to prevent human trafficking.**

Job Description: Reporting to the Associate Director and/or Director, the Prevention Program Manager (PPM) provides oversight for programs related to prevention of human trafficking, in alignment with the mission and values of the Justice Coalition (CVJC). This includes, but is not limited to: education, resourcing, training and intervention in the community. PPM will assist in the identification and resourcing of victims/survivors in Central California as they connect to CVJC through programming. PPM will be responsible to identify and resource vulnerable communities/individuals primarily through education and intensive programs. He/she is responsible to fundraise individually and as a team for the overall budget of the Justice Coalition through personal contacts, Justice Coalition contacts, and grant research writing.

Responsibilities include:

- Oversight and implementation of prevention programs for youth and adults, including (but not limited to) My Life My Choice, Not a Number, CVJC workshops
- Speaking to and training groups of all sizes and demographics in human trafficking prevention education
- Recruitment, training, oversight and administration of staff and volunteer prevention educators (the prevention team)
- Supervision of the administration of speaker requests, and coordination of schedules/logistics for staff and volunteer speakers
- Working with the CVJC staff team to develop and update curriculum for youth and adults
- Acts as a liaison to existing community partners and develops new opportunities to increase the scope of the prevention program
- Applies for and manages grants for prevention, as well as oversight for grant research
- Coordinates services for victims or survivors who have been identified through prevention programs
- Responds on call as needed for victim and survivor care, coordinates a volunteer response team that works in partnership with other community agencies
- Assists in mobilizing churches and community partners to respond to needs of victims and survivors

- Engages as a community leader by educating and resourcing businesses/residents/churches in the region, specifically including the neighborhood where CVJC's office is located
- Participates in individual and team fundraising
- Other duties as assigned

Salary: \$18-23 per hour, depending on experience. Evaluation for salary increase will happen within first six months.

Position starts part time at 20 hours a week. Specific fundraising and program goals will be set, with the plan to assume full time responsibilities within 6 months or less.

#### Qualifications

- Bachelor's Degree (preferred fields include social work, communication, psychology, counseling, education, liberal arts, victimology)
- Must be in agreement with our values and beliefs as described on our website <https://justiceco.org/values-and-beliefs/>
- Bilingual preferred but not required
- Experience may qualify as substitution for degree

#### Successful Candidate will demonstrate

- Ability to teach and inspire diverse audiences
- Experience in team leadership
- A love for people
- Ability to engage large and small groups
- Basic understanding of poverty, and its causes and effects on families and communities
- High capacity to multitask, set and achieve measurable goals
- Ability to manage and run programs with at-risk youth
- Access to a network of people who will provide financial and moral support
- Experience working with victims of trauma (will be trained)

Email resume and cover letter to [info@justiceco.org](mailto:info@justiceco.org) by March 15<sup>th</sup>.