

Resist Exploitation, Embrace Dignity
Director of Communication and Outreach

Position Title: Director of Communication and Outreach
Location: Vancouver, BC
Terms: Part Time, 20 hrs per week, include some evenings to meet program needs
Temporary, Maternity Leave Position
Start Date: March 2019
Reports to: Board of Directors
Application Process: Please email your cover letter and resume to info@embracedignity.org as soon as possible. We will be reviewing applications on a rolling basis until the position is filled. Only those selected for an interview will be contacted.

REED is a small, faith-based and feminist, non-profit organization dedicated to ending the sexual exploitation of women and girls in our community. We are seeking a temporary Director of Communication and Outreach for a maternity leave vacancy (12 to 18 months). The Director of Communication and Outreach reports to the Board of Directors and co-directs in partnership with the Director of Education and Development. Together the co-directors implement REED's policies and annual goals and oversee REED's programs, finances and administration. The Director of Communication and Outreach is specifically responsible for the following:

Responsibilities:

Direct service to trafficked, prostituted and vulnerable women, including:

- Answering crisis calls and receiving referrals from law enforcement, community organizations or women in need of assistance
- Providing relational support to commercially sexually exploited women who need assistance navigating the justice, health, social service and other systems, and offering companionship and friendship
- Developing and maintaining relationships with professionals in contact with trafficked women, such as police, health professionals, duty counsel and NGOs
- Liaising with partner organizations around coordination of care

Overseeing REED's Communication strategies, including:

- Writing, assembling, producing and distributing REED's publications, including the monthly newsletter, brochures, presentations, advertisements, reports, press releases and other specialized publication materials as requested
- Developing, editing and maintaining the website and online content, including social media (Twitter and Facebook)
- Monitoring and meeting proactive and reactive media needs
- Responding to public inquiries

Promoting REED Education Initiatives and its work to the community by:

- Working with the Director of Education & Development to implement REED's training curriculum, currently known as Intelligent Love
- Assisting the Director of Education & Development in providing information on human trafficking and prostitution to the general public, the faith community, media, interest groups and donors by participating in speaking engagements, presentations, conferences and conventions
- Liaising with other agencies and their representatives involved in the sex trafficking issue, including all levels of government, service providers, non-profit organizations, advocacy organizations
- Representing the vision and values of REED to stakeholders to gain their engagement

Coordinating REED's volunteer network, including:

- Maintaining an up-to-date volunteer database
- Communicating with volunteers and keeping them up to date on opportunities for involvement

Managing REED's financial resources prudently, including:

- Fostering strong relationships with potential and existing donors
- Developing proposals and programs ideas that can be the foundation of grant requests
- Working with the fundraising team on fundraising events

Maintaining expertise of REED by:

- Staying abreast of and anticipating important activities and trends that could potentially impact the mission and concerns of REED
- Participating in professional development, knowledge acquisition, and research on issues surrounding prostitution and human trafficking
- Maintaining the list of resources available on REED's website
- Educating the Board and other interested volunteers on issues relevant to our work

Qualifications/Experience:

- Relevant University degree
- Experience working with sexually exploited women, an asset
- Experience in direct service with vulnerable populations, an asset
- Able to articulate a Christian feminist analysis of patriarchy and prostitution
- Exceptional interpersonal, communication, and relationship building skills
- Strong administrative skills including proficiency with Microsoft Office and Social Media
- Ability to be flexible, adaptable and multi-task

N. B Successful candidates will be required to provide a current and satisfactory Criminal Reference Check/Vulnerable Sector Search issued no later than six (6) months preceding your start date

Candidate will commit to REED's vision and the following values:

Non-violence- REED strives to encourage and practice non-violence in all of our work. This includes operating from a position of cooperation with other organizations and a commitment to strengthen on another's work.

Non-Discrimination- REED honours the dignity of all persons and actively practices a stance of respect and care for all persons with whom we come into contact. This includes holding hope for those who exploit, as well as those who are exploited.

Prayer- REED firmly believes that action and contemplation must link arms. Through a posture of listening we are grounded in and guided by the Spirit of God.

Human Rights- REED comes from a human rights perspective and places the needs and protection of the woman above other interests.

Imaginative Hope- REED highly values the role of imaginative hope in creating positive change. We participate in times of both public lament and energizing action to spur one another on to imagining new ways of being together as a society.

Strengths-Based Empowerment- REED operates from a strengths-based empowerment framework that helps identify and appreciate the unique strengths and abilities of trafficking survivors, staff and volunteers, our partner agencies, and all of our supporters. Through building trust and providing opportunities we show people they can transform their own lives and be agents of positive change.