

## **NRCDV March 2003 Mailing**

The NRCDV March 2003 Mailing features: resources on child abuse, sexual assault, crime victims, and volunteer opportunities.

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### Previously Listed Funding Opportunities

- **Note: Change of Due Date: Due date has been extended to April 17, 2003** - Grants to Reduce Violent Crimes Against Women on Campus from the Office on Violence Against Women, Office of Justice Programs (See NRCDV February Mailing)
- **March 25, 2003** - Higher Education Association Special Initiative to Address Violent Crimes Against Women on Campuses (part of the Grants to Reduce Violent Crimes Against Women on Campus) Office on Violence Against Women, Office of Justice Programs (See NRCDV February Mailing)
- **April 8, 2003** - Grants for New Investigator Training Awards for Unintentional Injury, Violence Related Injury, Acute Care, Disability, and Rehabilitation-Related Research from the National Center for Injury Prevention and Control, Centers for Disease Control and Prevention (CDC) (See NRCDV February Mailing)
- **April 8, 2003** - Intimate Partner Violence and Sexual Violence Related Injury Prevention Research from the National Center for Injury Prevention and Control, Centers for Disease Control and Prevention (CDC) (See NRCDV February Mailing)
- **April 8, 2003** - Dissemination Research of Effective Interventions to Prevent Unintentional Injuries from the National Center for Injury Prevention and Control, Centers for Disease Control and Prevention (CDC) (See NRCDV February Mailing)
- **April 8, 2003** - Grants for Dissertation Awards for Doctoral Candidates for Violence-Related Injury Prevention Research in Minority Communities from the National Center for Injury Prevention and Control, Centers for Disease Control and Prevention (CDC) (See NRCDV February Mailing)
- **April 14, 2003** - Collaborative Initiative to Help End Chronic Homelessness coordinated by the U.S. Interagency Council on the Homeless (ICH) (See NRCDV February Mailing)
- **May 1, 2003** - Public Health Conference Support from the Centers for Disease Control and Prevention (CDC) and the Agency for Toxic Substances and Disease Registry (ATSDR) (See NRCDV February Mailing)

**For more detail on any of the above mentioned funding opportunities, please contact Susan Brown, NRCDV Librarian at: 800-537-2237, ext. 135 or e-mail at: sab@pcadv.org.**

Featured Resources on Child Abuse Awareness Month, Sexual Assault Awareness Month, National Crime Victims Rights Week, and Volunteer Week

Web site resources may be found beginning on page 10.

## **EVENTS / TRAININGS**

### **➤ CDC Audio Conference Call**

**Session Four: Strategies for Working with Boys and Men to Prevent Perpetration**  
by Jackson Katz, Ed. M.

**When:** March 10, 2003; 1:00PM - 2:30PM (Eastern)

**How to call in:**

Non-federal callers: 800-311-3437

Federal Callers: 404-639-3277

**Conference Code:** 945383

The Division of Violence Prevention, Program Implementation & Development Branch of the Centers for Disease Control and Prevention (CDC) is sponsoring a series of conference calls titled "Perpetration: Reducing the Likelihood of Sexual Assault and Domestic Violence." Sessions will be co-sponsored by the National Sexual Violence Resource Center (NSVRC) and VAWnet. Information disseminated during each conference call will be shared via VAWnet and session facilitators will be available to respond to follow-up questions. VAWnet participants can join the current follow-up discussion on Session Four (Strategies for Working with Boys and Men to Prevent Perpetration) now happening on VAWnet by logging in to [www.vawnet.org/login](http://www.vawnet.org/login) →Forums→State Coalition→Discussion Area→General Discussion.

Mr. Katz will discuss strategies for inspiring boys and young men to be allies in anti-sexist education and to actively prevent gender violence. These concrete strategies have grown out of the work done over the past decade with racially and ethnically diverse populations of college and high school students, including student-athletes; college men; including fraternity members and student-athletes; US Marines; and others. Mr. Katz will discuss how both women and men can reach boys and men more effectively with gender violence prevention messages. If you have any questions about this series, please contact Cassandra McNeil by e-mail at: [cmcneil@cdc.gov](mailto:cmcneil@cdc.gov).

- **Domestic Violence**, a film by documentary filmmaker Frederick Wiseman, airs on PBS Tuesday-Wednesday, March 18 - 19, 2003 (check local listings). Filmed in Tampa, Florida, the two-part film reveals the world of domestic violence from multiple aspects: law enforcement, shelter, and the legal system. <http://www.pbs.org/previews/DomesticViolence/>

- **Sexual Violence Prevention: Building Leadership and Commitment to Underserved Communities**

The Centers for Disease Control and Prevention (CDC), Injury Center

A Public Health Training Network Satellite Broadcast and Web cast

**When:** April 3, 2003; 12:00PM - 2:00PM (Eastern)

The Centers for Disease Control and Prevention's (CDC) Injury Center and the National Sexual Violence Resource Center (NSVRC) will co-sponsor this broadcast which will address issues related to rape prevention and education. Featured programs for the broadcast include Arte Sana in Austin, TX which serves Hispanic/Latina women; Meet and Greet Safety Outreach Program in Anchorage, AK which serves Alaska native women; Pittsburgh Action Against Rape

(PAAR) in Pittsburgh, PA which serves individuals with disabilities; and Tapestri, in Atlanta, GA which serves refugee and immigrant women. For additional information about the broadcast including participant and downlink registration go to: <http://www.phppo.cdc.gov/PHTN/svprev/>. Contact NSVRC at 877-739-3895 (toll free) or visit: <http://www.nsvrc.org> for additional information on sexual assault prevention efforts in other underserved populations.

## NEW FUNDING OPPORTUNITIES

➤ **Increasing the Understanding and Control of Battering and Batterers**  
National Institute of Justice (NIJ)

<http://www.ojp.usdoj.gov/nij/funding.htm>

**CFDA Number: 16.560**

**Letter of Intent (LOI) Deadline:** March 7, 2003

**Application Deadline:** April 10, 2003

**Summary:** NIJ is soliciting proposals for research and evaluation on batterers and battering. The areas identified for research includes program evaluations, accounting for change in batterers, methodological and measurement development, responses to battering, research to inform program development, and cost-benefit analysis.

**Funding:** Four grants at a maximum of \$1,000,000 each will be awarded depending upon the complexity of the study designs and the length of the projects.

**Eligibility:** While eligibility is open to all, applicants are encouraged to have existing researcher-practitioner partnerships and the composition of the research team should be reflective of the diversity of the population under study. NIJ also encourages the establishment of mentoring relationships in which new researchers collaborate with established researchers in the field.

**Submission of Letter of Intent (LOI):** E-mail the LOI to: [tellnij@ncjrs.org](mailto:tellnij@ncjrs.org) or send a letter via overnight courier to:

Increasing the Understanding and Control of Battering and Batterers  
Office of Research and Evaluation  
National Institute of Justice  
810 Seventh Street, N.W.,  
Washington, DC 20531

**Submission of Application:** Send ten (10) copies (one unbound) to:

Office of Research and Evaluation  
Increasing the Understanding and Control of Battering and Batterers  
National Institute of Justice  
810 Seventh Street, N.W., Rm. 7324  
Washington, DC 20531  
[overnight courier ZIP code 20001]

**Additional Information:** Applicants who wish to receive additional guidance and information may contact the U.S. Department of Justice Response Center by phone at: 800-421-6770. Center staff can provide assistance or refer applicants to an appropriate NIJ professional.

(This information was previously sent by e-mail on 03/04/2003)

➤ **Migrant and Seasonal Farmworkers Program**  
Department of Education

<http://www.ed.gov/>

**CFDA Number:** 84.128G

**Application Deadline:** April 15, 2003

**Summary:** The purpose of this program is to provide grants for vocational rehabilitation services to individuals with disabilities who are migrant or seasonal farmworkers, as determined in accordance with rules prescribed by the Secretary of Labor, and to the family members who are residing with those individuals. Projects that provide vocational rehabilitation services including, but not limited to, vocational skills development, job placement, job training, occupational skills training programs, cultural awareness, language skills development, life skills, English as a second language, dissemination of employment information, and training workshops will have priority.

**Funding:** The estimated number of awards is two. The estimated range of awards is between \$100,000 - \$150,000 with the average size of each award being \$127,000. The project period is up to 60 months.

**Eligibility:** Eligible entities include: state designated agencies; nonprofit agencies working in collaboration with a state agency; and local agencies working in collaboration with a state agency.

**Submission of application:** The application may be submitted in either electronic or paper format. Individuals with disabilities may obtain a copy of the application package in an alternative format by contacting:

Grants and Contracts Services Team  
US Department of Education  
400 Maryland Ave., S.W.,  
Room 3317  
Switzer Building  
Washington, DC 20202-2550  
Phone: 202-205-8207

TDD users call the Federal Information Relay Service (FIRS) by phone at: 800-877-8339.

Participation in the Electronic Grant Application system, e-Application, is voluntary. Detailed instructions to the e-Application process are provided on the e-Application web site:

<http://e-grants.ed.gov/egWelcome.asp>. For additional information, contact the e-Grants help desk by phone at: 888-336-8930.

(This information was previously sent by e-mail on 03/04/2003.)

➤ **New Investigator Grant on Violence Against Women**  
American Medical Women's Association (AMWA)

<http://www.amwa-doc.org/Foundaiton/BemmannGrant.htm>

**Application Deadline:** April 30, 2003

**Summary:** The purpose of this grant is to help support a physician early in his or her career, to pursue research on violence against women.

**Funding:** \$3,000 - \$5,000. The funding period in one year with a possibility of a second year of funding.

**Eligibility:** Individual must be a recent graduated physician (within five years from graduation, have a serious interest in research on violence against women, and have the ability to pursue an independent career in research.

**Submission of application:**

Julie Dogil  
AMWA Foundation  
801 N. Fairfax Street, Suite 400  
Alexandria, VA 22314  
Phone: 703-838-0500  
Fax: 703-549-3864

**Additional Information:** Contact the AMWA foundation by phone at: 703-838-0500 or e-mail: [foundation@amwa-doc.org](mailto:foundation@amwa-doc.org).

(This information was previously sent by e-mail on 03/04/2003.)

➤ **Candle Foundation Grant**

**Application Deadline:** May 1, 2003

**Summary:** The Candle Foundation supports grants for community investment, education and information dissemination, hunger and homelessness, preventive healthcare and medical research.

**Funding:** Grants range from \$1,000 to \$10,000.

**Eligibility:** Nonprofit organization with a 501(c)(3) status.

**Submission of Application:** Go to the Candle Foundation's Web site for additional information:  
[http://www.candle.com/www1/cnd/portal/CNDportal\\_Channel\\_Master/0,2938,2683\\_2933,00.html#top](http://www.candle.com/www1/cnd/portal/CNDportal_Channel_Master/0,2938,2683_2933,00.html#top)

(This information was previously sent by e-mail on 03/04/2003.)

➤ **Development of the National Violent Death Reporting System**  
Centers for Disease Control and Prevention (CDC)

<http://www.cdc.gov>

**CFDA Number:** 93.136

**Application Deadline:** June 2, 2003; 4:00PM (Eastern)

**Summary:** The purpose of NVDRS is to generate public health surveillance information at the national, state, and local levels that is more detailed, useful, and timely than is currently available. This information will help develop, inform, and evaluate violence prevention strategies at the state level. The proposed system builds upon a pilot system, the National Violent Injury Statistics System (NVISS) that has been under development since 1999. Additional information on this pilot system can be found at: <http://www.NVISS.org>.

**Funding:** Approximately \$2,250,000 is available in FY 2003 to fund approximately eight awards. It is expected that the average award will be \$240,000, ranging from \$150,000 to \$220,000 for states with up to 800 cases of violent death in calendar year 2001 and from \$220,000 to \$320,000 for states with greater than 800 cases of violent death in 2001. At least one applicant will be funded in each funding range.

**Eligibility:** Only the health departments of states or their bona fide agents, including the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, the Commonwealth of the Northern Mariana Islands, American Samoa, Guam, the Federated States of Micronesia, the Republic of the Marshall Islands, the Republic of Palau, and the federally recognized Indian Tribal governments are eligible to apply. In consultation with states, assistance may be provided to political subdivisions of states. **States funded under Program Announcement 02059-- Cooperative Agreement for Development of National Violent Death Reporting System (Maryland, Massachusetts, New Jersey, Oregon, South Carolina and Virginia) are not eligible to apply.**

**Submission of Application:** Applications **may not** be submitted electronically.

Technical Information Management--PA03038

CDC Procurement and Grants Office

2920 Brandywine Road

Atlanta, GA 30341-4146.

**Additional Information:**

For general questions about this announcement, contact:

Technical Information Management

CDC Procurement and Grants Office

2920 Brandywine Road

Atlanta, GA 30341-4146  
Phone: 770-488-2700

For business management and budget assistance, contact:  
Van A. King, Grants Management,  
Procurement and Grants Office,  
Centers for Disease Control and Prevention,  
2920 Brandywine Road,  
Atlanta, GA 30341-4146  
Phone: 770-488-2751  
E-mail: Vking@cdc.gov

For program technical assistance, contact:  
Leroy Frazier, Jr., MSPH, CHES,  
Division of Violence Prevention,  
National Center for Injury Prevention and Control  
Centers for Disease Control and Prevention  
4770 Buford Hwy., N.E.,  
MS K60  
Atlanta, GA 30341,  
Phone: 770-488-1507  
E-mail: Lfrazier1@cdc.gov

(This information was previously sent by e-mail on 03/04/2003.)

### ➤ **Target's Community Giving Grant**

**Application Deadline:** July 31, 2003

**Summary:** Target stores in communities across the United States are now accepting applications for the community giving grant program. The program currently awards grants in three areas: arts, education, and family violence prevention.

**Funding:** Most grants will average between \$1,000 and \$5,000.

**Eligibility:** Nonprofit organization with a 501(c)(3) status, a school, or a unit of government; be located in a community where Target does business; and do work in the areas of arts, education, or family violence.

**Submission of Application:** Go to Target's web site for additional information:  
[http://target.com/common/page.jhtml?content=target\\_cg\\_grant\\_guidelines](http://target.com/common/page.jhtml?content=target_cg_grant_guidelines)

(This information was previously sent by e-mail on 03/04/2003.)

## FEATURED RESOURCES

### Featured Resources for Child Abuse Awareness Month, Sexual Assault Awareness Month, National Crime Victims Rights Week, and Volunteer Week

#### **BATTERERS:**

##### **Batterer Intervention: Where Do We Go From Here?**

The Batterer Intervention Workshop brought together researchers and practitioners to discuss the state of our knowledge about this subject, to identify gaps in the research, and to develop ideas to propel the field forward. Participants discussed several areas that need attention: the definition of a successful outcome, researcher-practitioner partnerships, determining which evaluation designs are most effective under which circumstances, and recruitment and attrition issues. ***The RFP, Increasing the Understanding and Control of Battering and Batterers, cite this intervention workshop.*** This RFP is listed in the grant section of this mailing.  
[http://www.ojp.usdoj.gov/nij/vawprog/batterer\\_intervention.html](http://www.ojp.usdoj.gov/nij/vawprog/batterer_intervention.html)

#### **CHILD ABUSE:**

##### **The Child Abuse Prevention Web**

The Child Abuse Prevention Web site offers information on: issues and actions, general resources, specialized resources, a day-by-day calendar of events for month of April. It is sponsored by the National Clearinghouse on Child Abuse and Neglect Information, a service of the Children's Bureau, Administration for Children and Families, U.S. Department of Health and Human Services. To obtain a free packet, call the Clearinghouse at: 800-FYI-3366 or send an e-mail request to [nccanch@calib.com](mailto:nccanch@calib.com).  
<http://www.calib.com/nccanch/prevmnth/index.cfm>

##### **Childhelp USA National Day of Hope**

Childhelp USA initiated the National Day of Hope (NDOH) which is observed on the first Wednesday of each April as part of National Child Abuse Prevention Month. Materials available for viewing and downloading include National Day of Hope Overview, National Day of Hope Overview Video Clip, sample proclamation, child abuse information/articles, poster, and other promotional materials.  
<http://www.childhelpusa.org/dayofhope/index.htm>

##### **Putting Children In The Right: Guidelines For Journalists And Media Professionals**

The objective of this handbook by the International Federation of Journalists is to raise the standards of journalism in reporting on issues involving children, and to encourage media to

promote children's rights and give them a voice. The code promotes respect for the privacy of children and protection of their identity unless it is demonstrably in the public interest, the need to give children access to media to express their own opinions, the obligation to verify information before publication, the need to consider the consequences of publication and to minimize harm to children and the cessation of stereotypes and sensational presentation of journalistic material.  
<http://www.ifj.org/publications/download/childrights.pdf>

## **HUMAN RIGHTS:**

### **Human Rights Watch (HRW) World Reports**

The Human Rights Watch Web site now features all of the World Reports from 1989 to 2003. Each World Report gives an overview of human rights for the previous year, organized by country and theme. For an index of past World Reports, visit: <http://www.hrw.org/reports/world/reports/>. Chapters of the World Reports are also available by country: <http://www.hrw.org/countries.html> and/or by issue: [http://www.hrw.org/advocacy/ pages](http://www.hrw.org/advocacy/pages).

## **SEXUAL ASSAULT:**

### **“Decide to End Sexual Violence” 2003 Sexual Assault Awareness Month (SAAM) Campaign**

The National Sexual Violence Research Center's (NSVRC) multi-year sexual assault awareness month campaign uses suggestions from the field, national contests, products, and easily customized posters to build on previous momentum and coordinate national efforts throughout the month of April. Its three parts serve to reinforce and augment cause recognition, to target the general public awareness with an effective message and to promote a more unified national voice. It includes the sale of static window decals, the distribution of poster art on a CD ROM and web site and a plan to have a simultaneous, national “Shout Out” event on April 9, 2003. In addition, the NSVRC and VAWnet (Violence Against Women Network, a project of the National Resource Center on Domestic Violence) have collaborated to create a national calendar of SAAM events. To submit events, e-mail: [slaskey@nsvrc.org](mailto:slaskey@nsvrc.org). For more information visit the NSVRC web site at: <http://www.nsvrc.org> or call toll free at: 877-739-3895; TTY: 717-909-0715; or send an e-mail to: [resources@nsvrc.org](mailto:resources@nsvrc.org).

## **VICTIMS OF CRIME:**

### **2003 National Crime Victims' Rights Week, April 6 - 12, 2003**

This year's theme, “Victims' Rights: Fulfill the Promise,” emphasizes America's promise to victims to treat them with dignity and compassion; to help identify and meet their most important needs; and to provide them with information about their statutory and constitutional rights, as well as advocacy to help them implement their rights. To order the Resource Guide (NCJ 198169) and/or poster (LT000473), please call the OVC Resource Center at: 800-627-6872.

### **Using Geographic Information Systems To Map Crime Victim Services: A Guide for State Victims of Crime Act Administrators and Victim Service Providers (50 pp.)**

This e-publication was jointly developed by OVC and the National Institute of Justice to provide State Victims of Crime Act (VOCA) administrators and victim service providers a powerful tool to

assess needs, plan and expand programs, and operate more efficiently. In addition, this tool allows them to identify trends and patterns and allocates funding resources based on current data. Using geographic information systems (GIS), these maps could display the location of services and how or if services are accessed. The GIS technique allows VOCA administrators and other policymakers to visually evaluate data and modify their planning methodology.  
<http://www.ojp.usdoj.gov/ovc/publications/infores/geoinfosys2003/>

## **VIOLENCE AGAINST WOMEN:**

### **Broadening Our Understanding of Violence Against Women Among Racial, Ethnic, and Cultural Minorities**

This workshop explored what is known and unknown about the dynamics of violence experienced by women from diverse communities and how criminal justice and social science providers can better respond to it. The workshop was held in October 2001 and attended by approximately 30 practitioners and researchers, including representatives from the Departments of Justice and Health and Human Services. This is a web-only document.  
<http://www.ojp.usdoj.gov/nij/vawprog/broadening.html>

## **VOLUNTEERS:**

### **America's Promise**

America's Promise is a web site, which focuses upon youth volunteers and those who want to help youth. Life stories, awards, service trainings and community tools are listed on the site.  
<http://www.americanspromise.org>

### **Idealist.org**

Idealist.org is a global exchange of local and global volunteer resources for individuals and organizations. This is a project of Action Without Borders, an organization founded in 1995 to serve as a one-stop clearinghouse for volunteer and nonprofit resources. This web site is available in English, French, Spanish, and Russian. Personalization features, chat groups, upcoming events and articles and resources for volunteers, nonprofit managers, children and teenagers, and teachers are provided.  
<http://www.idealists.org>

### **National Volunteer Week 2003**

The purpose of National Volunteer Week (April 27 - May 3) is to recognize and celebrate the efforts of volunteers at the local, state and national levels. This web site, sponsored by the Points of Light Foundation and the Volunteer Centers National Network, provides a toolkit, a link to register your event and a link to shop online. Contact can be made by e-mail at: [VolunteerWeek@pointsofLight.org](mailto:VolunteerWeek@pointsofLight.org), or by phone at: 202-729-8168.  
<http://www.pointsofLight.org/nvw/>

### **Network for Good**

Network for Good is an independent organization founded by three corporations (AOL Time Warner, Cisco Systems, Yahoo! Inc.) to promote civic participation and philanthropy online. This web site provides information on volunteering, online giving, advocacy, and management of e-philanthropy.

<http://networkforgood.org>

### **Points of Light Foundation and the Volunteer Centers National Network**

Points of Light Foundation is a national, nonpartisan, nonprofit organization that promotes volunteerism. Links to programs, resources, and local contacts can be accessed in a well-organized format. A search feature is available from the homepage and a well-organized site map is also available. <http://www.pointsoflight.org/>

### **Senior Corps**

Senior Corps is a network that uses seniors' skills and experience to meet community challenges. The three programs that are highlighted are: Foster Grandparents, Senior Companions, and RSVP (Retired and Senior Volunteer Program). The web site provides connections to local programs in each state.

<http://www.seniorcorps.org>

### **USA Freedom Corps**

The USA Freedom Corps web site provides information on more than 50,000 service organizations and agencies, awards and scholarships and the ability to record service hours. <http://www.usafreedomcorps.gov>

## **JOB OPPORTUNITIES**

### **PROGRAM ASSISTANT - HEALTHCARE RESPONSE TO DOMESTIC VIOLENCE**

Job opening at the Family Violence Prevention Fund

Join the movement to end abuse. They are a dynamic national organization committed to stopping violence in their homes, neighborhoods, and around the world. They seek a creative, energetic individual to work with them. The Program Assistant will provide general administrative support to the Managing Director of the National Healthcare Initiative, and Program Specialists on that team.

#### **SPECIFIC JOB RESPONSIBILITIES:**

- \* Provide administrative and programmatic support to the National Healthcare Initiative.
- \* Coordinate or assist with a variety of tasks, many of them ongoing simultaneously, including maintenance of the National Health Resource Center on Domestic Violence, the distribution of materials, and the production of written educational materials;
- \* Answer and screen telephone, fax and e-mail inquiries to the FVPF's Health Resource Center on Domestic Violence; independently research and respond to requests for information as appropriate; greet visitors as necessary; input data and manage the HRC Health Technical Assistance database system;
- \* Research information and compile available resource materials for technical assistance calls or requests for information from public or private individuals or groups; produce and coordinate distribution of informational packets for targeted professional groups; inform staff of issues and new directions and projects from the field.

- \* Compose, edit and produce draft and finished correspondence, documents, reports, announcements etc.; proofread for accuracy, correct grammar, clarity etc.; word-process complex, sensitive documents requiring the exercise of good judgment and a knowledge of applicable policies and procedures;
- \* Coordinate development, finished production and distribution of documents, materials and manuals for domestic violence programs, meetings, training and educational events, conferences, etc. as directed; coordinate all aspects of production and distribution of grant proposals and reports where necessary;
- \* Maintain a working stock of materials in the Health Resource Center and keep an inventory of materials in storage; pull items up from storage, re-order and reprint materials as needed to meet staff and Resource Center needs; coordinate with printing houses and FVPF staff to facilitate printing updates.
- \* Assist in the development of the health unit web site
- \* Coordinate travel arrangements for staff, consultants and others in support of program meetings and events as required;
- \* Assist with the logistics of meetings, program events, training sessions, conferences etc. as directed; participate as directed in events and discussion sessions; prepare agenda and materials for staff meetings and take minutes, as required;
- \* Assist with other aspects of program management and implementation as directed; perform general administrative duties, including typing, filing, photocopying, and other tasks, as required; and help organize the daily administrative work that supports executive and program decision making and operations; take minutes of meetings as required; attend staff and project planning meetings as required;
- \* Perform ad hoc tasks as required.

#### EDUCATION, EXPERIENCE & SKILLS:

The successful incumbent will have proven skills in administrative support, preferably in a public sector organization. Incumbent must be able to show personal initiative as well as be able to work collaboratively as a member of a team. Individual must have excellent communication skills, both written and verbal; must demonstrate effective judgment in a fast-paced environment while meeting deadlines. Must have strong organizational skills and excellent command of contemporary office hardware and software.

#### SALARY AND BENEFITS:

Compensation will be commensurate with background, experience and track record of success. Excellent benefits package includes medical, dental, life, disability, and 401(k) as well as generous sick, vacation and holiday schedules.

Direct resume, cover letter and professional references by mail, fax or e-mail:

Program Assistant Search  
 Family Violence Prevention Fund  
 383 Rhode Island Street, Suite 304  
 San Francisco, CA 94103-5133  
 Phone: 415.252.8900  
 Fax: 415.252.8991  
 E-mail: [lupe@endabuse.org](mailto:lupe@endabuse.org)

For additional information, visit the web site at: [www.endabuse.org](http://www.endabuse.org).

They are an Equal Employment Opportunity employer.  
Persons of color are strongly encouraged to apply.