



*Bangor Office: PO Box 653
Bangor, ME 04402
(207) 945-5102*

*Dover-Foxcroft Office: PO Box 192
Dover-Foxcroft, ME 04426
(207) 564-8166*

Partners for Peace, the domestic violence resource center serving Penobscot and Piscataquis Counties, invites applications for the positions of Advocacy Services Program Manager, Legal & Justice Services Program Manager, and Shelter Program Manager. These middle management positions require highly motivated and professional individuals with leadership experience, preferably in the human/social services field.

Open Positions: Advocacy Services Program Manager, Legal & Justice Services Program Manager, and Shelter Program Manager

Classification: Exempt

Work Hours: Both positions are salaried; normal work week between the hours of 8am-5pm with some evening and weekend work expectations that are predictable

Location: Bangor

Travel: Frequent travel required

Starting Salary Range: \$45,000 - \$48,000 annually depending on experience and generous benefits including health, dental and vision, an employer-sponsored Flexible Spending and Health Savings Accounts, paid time off benefits, including 13 paid holidays annually.

Training: Significant training is required of these positions upon hire including 45-60 hours of internal training (Core Comprehensive Advocacy, Intervention, Response, and Ethics Training)

Partners for Peace Mission & Vision

At Partners for Peace (PFP), it is our mission is to engage individuals and the community to end domestic violence in Penobscot and Piscataquis Counties. We provide support, advocacy and safety planning to anyone affected by domestic abuse. We foster safe and healthy relationships through prevention, education and training. Together with our community, we recognize the nature of abuse, respond to it, and change the conditions which lead to it.

We believe that every person deserves to live in peace and equality, and that just and respectful relationships can change the world.

The **Advocacy Services Program Manager** is responsible for supporting and supervising the Partners for Peace Advocacy Services Program and the staff and volunteers who



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are a part of it. The Advocacy Services Program includes general direct support and advocacy, helpline, system advocacy, healthcare advocacy, and rural advocacy. This position formally supervises 3-5 staff and interns and is responsible for the quality assurance of the Advocacy Services Program, including program development, assessment, and evaluation. As a member of the organization's Leadership Team, this position help facilitate the forward movement of the organizations mission, vision, and strategic plan.

The **Legal & Justice Services Program Manager** is responsible for supporting and supervising the Partners for Peace Legal & Justice Services Program and the staff and volunteers who are a part of it. The Legal & Justice Services Program includes civil justice advocacy, criminal justice advocacy, court accompaniment, high risk response, child protective liaison services, and other legal and justice programming. This position formally supervises 3-5 staff and interns and is responsible for the quality assurance of the Legal & Justice Services Program, including program development, assessment, and evaluation. As a member of the organization's Leadership Team, this position help facilitate the forward movement of the organizations mission, vision, and strategic plan.

The **Shelter Program Manager** is responsible for supporting and supervising the Partners for Peace Shelter Program and the staff and volunteers who are a part of it. The shelter program includes residential support and advocacy, case management, and housing navigation. This position formally supervises 3-5 staff and interns and is responsible for the quality assurance of the Shelter Program, including program development, assessment, and evaluation. As a member of the organization's Leadership Team, this position help facilitate the forward movement of the organizations mission, vision, and strategic plan.

Successful candidates will have:

- a) Bachelor's Degree, required
- b) 3-5 years supervisory or leadership experience, preferred
- c) Excellent written and oral communication skills
- d) Flexibility in a rapidly changing environment.
- e) Ability to handle and maintain confidential information with the utmost care and professionalism
- f) Ability to effectively coordinate long-term projects while managing day to day tasks



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- g) Demonstrated ability to communicate and engage effectively, respectfully, and professionally
- h) Enthusiasm for engaging with diverse populations and marginalized communities
- i) Understanding of the impact of community systems and institutions have on people affected by domestic violence
- j) Sensitivity and knowledge of the impacts of trauma and the dynamics of domestic violence, partner/dating abuse, sexual assault in relationships, stalking, and human trafficking, or willingness to learn
- k) Ability to enter data and units of service accurately and in a timely manner
- l) Experience with a variety of software applications including, but not limited to data programs, Microsoft Word, Excel, and Office 365 programs

Please submit 1. **Resume** and 2. **Cover Letter** including views on domestic abuse to the following address: Hiring Committee, Partners for Peace P.O. Box 653 Bangor, ME 04402-0653 Or Via Email: hiring@partnersforpeaceme.org; Applications will be reviewed as they are received and positions will remain open until filled. No telephone calls, please. Submissions received without all requested documents will not be considered. Full job descriptions will be made available to candidates at the time of interview.

Partners for Peace is an Equal Opportunity Employer, 2021

Partners for Peace proudly celebrates all unique identities including, but not limited to; Black and Indigenous people and all people of color; women (trans and cis), intersex people, non-binary people, and men (trans and cis); young people and elders; poor and working-class people; people with disabilities; people with chronic mental health conditions; lesbian, gay, bisexual, asexual, pansexual people, and all others under the Q+ umbrella; monogamous and polyamorous people; immigrants and people with limited or no English proficiency; housed or unhoused people; and people of all faiths and traditions, no matter wealth, ability, intellect, sobriety, social status, or appearance. We acknowledge that this list is not all inclusive and will change as our knowledge grows.