

LOOKING FOR A NEW JOB?  
PROJECT COORDINATOR NEEDED FOR SOCIAL CHANGE ORGANIZATION!

Position description:

Are you looking for a chance to make a difference in an organization devoted to social change? The Legal Resource Center on Violence Against Women, Inc. [LRC] is a small, nonprofit organization devoted to improving legal representation for domestic violence survivors in interstate custody cases. The LRC helps survivors across the country by finding attorneys for survivors in interstate cases, and by training attorneys, advocates, court personnel, and others about the relevant laws. If you are a dynamic, positive person with a sense of initiative and an ability to get things done, we need your help!

The LRC's Project Coordinator will be involved in virtually every activity of the organization. Consider the following:

- Do you have the sense of adventure and creativity to work with a small nonprofit organization?
- Can you provide customer service in a compassionate, trauma-informed manner?
- Can you advocate zealously for those in need?
- Are you people-savvy and tech-savvy?
- Have you worked with domestic violence survivors, victim advocates, or attorneys before?
- Do you have the patience and good humor to complete administrative tasks efficiently and with attention to detail?
- Are you interested in a job that allows you to work as part of a committed team as well as independently on your own?

If so, please send a cover letter, resume, and writing sample to us at [lrcpcjobsearch@gmail.com](mailto:lrcpcjobsearch@gmail.com) by May 24, 2019 and indicate what languages you speak. Applications will be reviewed on a rolling basis.

This is a full-time position located in Takoma Park, Maryland (near Washington, D.C. and accessible to the metro). We offer a generous benefits package including vacation leave, sick leave, health insurance, dental insurance, a 403(b) retirement plan, and a salary that is competitive for non-profit organizations. EEO employer.