



INSTITUTE FOR NONVIOLENCE CHICAGO

POSITION TITLE: Manager, Outreach and Intervention – Back of the Yards and Brighton Park

REPORTS TO: Associate Director of Outreach and Intervention

The Institute for Nonviolence Chicago's mission is to end the cycle of violence using Dr. Martin Luther King, Jr.'s principles and teachings of nonviolence. Informed by a philosophy of nonviolence, Nonviolence Chicago will establish caring and sustained relationships with participants engaged in the cycle of violence. We will emphasize partnerships with community members, leaders, social service providers, and local law enforcement to reduce community levels of violence. We will help create a safer, healthier environment for young adults, youth, and their families. These general approaches will be specifically addressed using for major methods: Community Violence Intervention (CVI) / Street Outreach, Individualized Service Provision, Victim Support Services, and Nonviolence Training.

POSITION OVERVIEW: The Manager, Outreach and Intervention – Back of the Yards and Brighton Park oversees the street outreach team in Back of the Yards and Brighton Park. This includes overseeing the direct and indirect reports, day-to-day operations of street outreach, and overall strategy development and implementation specific to this community. This position will work directly with the Manager of Outreach and Intervention in West Garfield Park and Austin, Manager of Victim Services and Associate Director of Outreach and Intervention to create and implement an outreach strategy that is thoughtful, coordinated, and responsive to the current climate in each neighborhood and Chicago broadly. Also, this position will be active in mediating conflicts and be tasked with implementing best practices of outreach and intervention.

Reporting to the Associate Director of Outreach & Intervention, this position will work to develop and maintain relationships with key individuals, local organizations and government institutions as well as create and implement violence reduction strategies and an engagement plan for the Back of the Yards/Brighton Park community. This role is part of the senior management team and is someone who has a deep personal commitment to the mission and long-term goals of the organization, is a natural problem solver and leads with empathy, patience and a trauma-informed lens.

ESSENTIAL FUNCTIONS/RESPONSIBILITIES:

Leadership & Collaboration

- Participate in senior leadership meetings, collaborate on the implementation of strategic CVI initiatives and communicate daily with the manager in Austin and West Garfield Park as well as the associate director to ensure consistency across neighborhoods
- Implement organization/department policies and procedures. (e.g. personnel, financial, client eligibility, Standards of Professional Conduct, etc.)
- Respond to inquiries from the INVC leadership team, community outreach partners, and other CVI stakeholders; coordinates INVC response
- Work with colleagues at all levels to support collaboration across teams, information sharing, communication, and transparency
- Represent the organization at external stakeholder/partner meetings
- Assist with pressing matters as they arise and perform other duties as required

Management & Administration

- Oversee outreach supervisor(s) in Back of the Yards/Brighton Park, maintain accountability and complete annual performance evaluations/corrective action, as needed
- Manage the day-to-day operations of the outreach team in Back of the Yards/Brighton Park, including administrative oversight such as daily sign-in sheets, data collection and entry, ordering of supplies, submission of expenditures with receipts, etc...
- Oversee scheduling of trainings, regular team meetings, and professional development activities
- Attend monthly budget meetings and play an active role overseeing grant spending in Back of the Yards/Brighton Park
- Meet regularly with community partners, such as Precious Blood Ministry
- Support the cultivation of INVC leaders who have a knowledge of the unique group dynamics in Back of the Yards/Brighton Park and can represent INVC in a professional setting with external partners
- Participate in the hiring process for new outreach staff in Back of the Yards/Brighton Park

Outreach Operations

- Actively participate in the implementation of the outreach strategy (canvassing, case management, intervention, victim assistance, etc.)
- Develop and maintain a network of relationships to stay knowledgeable of community conditions and active conflicts as well as lead conflict mediation, as needed
- Respond, with team, to critical incidents, mass shootings and emergency situations within the timeframe developed and according to established protocols and in line with Kingian nonviolence principals
- Lead a safety-focused culture. Oversee the management of safety protocols related to participant and staff engagement, demonstrate expertise in crisis prevention and de-escalation, and train others in best practices to create a safe environment for participants and staff.
- Collaborate with colleagues in workforce development and other programmatic department to make sure that all participants can attend programming safely and work to make sure all groups receive an opportunity to enroll in services
- Oversee the Flatlining Violence Inspires Peace (FLIP) Program in Back of the Yards

Partnerships

- Develop and maintain key relationships with community organizations to support the goal of community safety and violence reduction strategies
- Stay current in field of outreach through partnerships with CP4P and Chicago CRED as well as other community outreach partners
- Participate in meetings with law enforcement, staff, service providers and other community- based organizations and business to strategize the implementation of nonviolence philosophies in Back of the Yards/Brighton Park
- Participate in meetings with internal data team as well as external evaluation partners, such as CORNERS, to make sure appropriate data is captured and the outreach strategy in Back of the Yards/Brighton Park is data informed.

REQUIREMENTS:

- BS in a human services field (ie. sociology, social work, etc.) **OR** a minimum of five (5) years experience working with at-risk individuals in community or in the criminal justice system
- At least two (2) years experience supervising a diverse team of individuals with a history of justice involvement
- No pending criminal cases
- Valid Illinois Driver's license, insurance and good driving record
- Experience managing staff and possess an inclusive leadership style based in empathy, patience, equity, consistent support, accountability, and the ability to relate well to a variety of individuals and groups
- Experience working particularly with “in-risk” youth and street-involved youth
- Excellent written and verbal communication skills
- Crisis intervention training or knowledge
- Knowledge of Chicago and communities with histories of violence
- Ability and commitment to maintain high level of confidentiality
- Ability to understand and follow safety/security practices
- Ability to work in high pressure situations
- Leadership skills that include kindness and a professional motivating manner to achieve program objectives
- Ability to document programmatic activities and assist team on a daily basis

SALARY/BENEFITS:

Competitive/commensurate with experience and other qualifications. Competitive benefits package available, including Health, Life, and 401K. Employment with INVC requires proof of vaccination or an approved medical exemption.

To apply, please send a cover letter along with your resume to [hiring@nonviolencechicago.org](mailto: hiring@nonviolencechicago.org).

Institute for Nonviolence Chicago -- EEO Statement

Institute for Nonviolence Chicago provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability, or genetics. In addition to federal law requirements, Institute for Nonviolence Chicago complies with applicable state and local laws governing nondiscrimination in employment in every location in which the organization has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.