

Job Announcement | NOVA Senior Director of Training and Technical Assistance (TTA) (Full-Time)

About Our Organization

The National Organization for Victim Advocacy (NOVA) is a recognized leader in the victims' rights movement. Since 1975, NOVA has advocated for the advancement and enforcement of victims' rights; championed dignity and compassion for victims and survivors of crime; and promoted the professionalization of victim advocacy.

NOVA is committed to upholding excellence in the field of victim advocacy and crisis response by providing trauma-informed training, education and credentialing to all victim assistance and allied professionals. All NOVA training programs are created to promote a standard of knowledge among those interacting with survivors of trauma and to ensure each survivor receives a level of care and respect that empowers and promotes their wellbeing. This is accomplished through: providing trauma-informed, evidence-based, and accessible educational content; promoting and advocating for comprehensive practices in victim services, policies and programs; and creating high educational and ethical standards in the victim assistance field.

Position Overview

The NOVA Senior Director of Training and Technical Assistance (TTA) will lead the design and execution of NOVA's TTA Program, which provides customized TTA services to Department of Justice (DOJ) Office on Violence Against Women (OVW) grantees and potential grantees, including institutions of higher education, victim assistance programs and allied professionals serving survivors of domestic violence, dating violence, sexual assault and stalking (DVSAS). As the Senior Director of this program, you will serve as the primary spokesperson for the program; lead strategic program expansion; provide trauma-informed supervision; develop training curricula; facilitate virtual and in-person trainings; recruit Subject Matter Expert (SME) instructors and staff; facilitate technical assistance; and develop program evaluation tools.

The Senior Director of TTA requires strong leadership, communication, organization skills and a commitment to advancing NOVA's mission. This position reports to NOVA's Associate Executive Director and is a member of the NOVA Senior Leadership Team.

Key Responsibilities:

- Lead NOVA's Training and Technical Assistance (TTA) Program, including serving as the primary spokesperson for the program and marketing TTA services to OVW grantees and potential grantees who are seeking consultation,

technical assistance and skill-based victim assistance training for their campus or organization.

- Manage all aspects of the daily operations of NOVA's TTA Program, including facilitating trauma-informed supervision; managing all TTA activities and reporting requirements; serving as the primary organization representative with DOJ and other funding agencies; developing customized proposals and identifying opportunities for program expansion; and evaluating TTA programs and activities.
- Provide communication and administrative support to TTA team engaging with partners and stakeholders and serve as a liaison and representative to the public and other project partners, as appropriate.
- Cultivate and foster relationships with DOJ, other federal agencies, project partners, SME consultants, and other stakeholders as needed to accomplish TTA project goals and advance NOVA's TTA services.
- Participate in budgeting meetings and manage program budgets, invoicing, expenses and reporting requirements for each TTA program.
- Collaborate with NOVA's Executive Director, Associate Executive Director and the Senior Leadership Team to develop and implement the organization's strategic goals including participating in weekly meetings with the Leadership Team.
- Lead outreach initiatives; recruit faculty members and consultants; design evaluation metrics; and identify promising practices for improving TTA delivery and services.
- Identify and incorporate emerging issues in victim assistance and best practices for delivering in-person and virtual TTA services to diverse audiences.
- Facilitate trauma-informed supervision to a minimum of two direct reports and a TTA team of up to ten team members. Work with team to set annual goals for professional development and identify specific opportunities for team members to gain knowledge and skills relevant to their position and in alignment with each team member's professional goals.
- Oversee the annual NOVA Campus Advocacy Training (NCAT) Academy, including managing outreach; curricula development; SME Faculty recruitment; and training evaluation.
- Develop and manage a portfolio of federal and private grant and funding sources to support NOVA's continued growth.

Qualifications:

- Bachelor's Degree in Education, Communications, Social Work, English, Psychology, or related field required. Master's degree in related field strongly preferred.
- Minimum of 10 years of professional experience in victim assistance, program management, supervision, education, and curriculum development, with a minimum of five years in the provision of national training and technical assistance.

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- Experience working on or with OVW grantees to prevent or respond to domestic violence, dating violence, sexual assault, or stalking is required.
- Excellent writing, public speaking and leadership skills.
- Team player with the ability to work independently.
- Knowledge and passion for NOVA's mission and victims' rights.

Position Details:

- **Location:** Remote
- **Work Environment:** NOVA strives to offer a flexible, trauma-informed workplace that values personal and professional development.
- **Salary:** Salary is commensurate with experience, with a set range of \$100,00 to \$105,000.
- **Employee Benefits** include the following competitive package:
 - 90% of an employee and their dependents' medical, vision and dental coverage
 - Paid time off (10 vacation days, 10 wellness days for new employees) and 12 paid federal holidays
 - 401K plan with a 4% match and 2% employer contribution
 - Paid Parental Leave and Family Leave
 - Employee Sabbatical Program

Application Details:

- To apply please email cover letter and resume to resume@trynova.org and add "**NOVA Senior Director of TTA**" to the subject line.
- **The deadline to apply for this position is October 3, 2025.** No phone calls please. Due to the volume of applicants, we will only contact individuals invited to interview.
- NOVA is dedicated to offering a programmatic, attitudinal, and physical environment that enables all populations to freely access our facility and its services. NOVA is committed to providing a welcoming and safe environment.