

Recruitment Notice  
Posted January 15, 2010

**FACILITATOR**

The Network is an inclusive, multidisciplinary collaboration that seeks to reduce the incidence of domestic and sexual violence by coordination of state, tribal, and local groups to strengthen the response to interpersonal violence. The Network meets 6 times per year and averages 40-60 participants per meeting.

The Steering Committee of the Network is seeking a skilled facilitator to provide facilitation services to the Network. The Steering Committee is interested in an individual who is dedicated to making an impact in the field of interpersonal violence and is both energetic and knowledgeable of the dynamics surrounding an informally convened group consisting of non-profits and state and local governments including law enforcement, prosecution and service delivery programs. The Facilitator will work closely with the Steering Committee to develop panels for meetings as well as other agenda development. Time commitment averages 8-10 hours/month. Tasks include:

- Working with Steering committee members to develop meeting content and agendas;
- Keeping track of on-going issues related to sustainability of the Network;
- Supporting development of panels and presenter development;
- Confirming speaker availability prior to meeting;
- Ensuring meeting space is set-up and broken-down for each meeting;
- Facilitating the bi-monthly Network Meeting and coordinating input from the Steering Committee to Network Meeting agendas and Network business;
- Conducting activities between meetings to ensure success of bi-monthly meetings including follow-up with Steering committee members

Salary: \$3,500 or approximately \$580/each of six Network Meetings

Interested parties should send their resume to:

Teresa D'Anza, Director  
Albuquerque SANE Collaborative  
P.O. Box 37139  
Albuquerque, NM 87176

Or e-mail to [teresa.danza@abqsane.org](mailto:teresa.danza@abqsane.org)

Deadline for receipt of resume is February 15, 2011.