

FELLOWSHIP DESCRIPTION

The information below will be available to all fellowship applicants.
Please type or paste responses directly into boxes, which will expand to fit.

Organization name: TESSA

Location (city/state): Colorado Springs, CO

Organization's website: www.tessacs.org

Yearlong Fellowship
(June 2018-May 2019)

Summer Fellowship
(June-August 2018)

Organization Mission/Goals (100 words or less):

May include a bulleted list of priorities or initiatives, in addition to mission statement.

TESSA's mission is to help women and their children achieve safety and wellbeing while challenging communities to end sexual and family violence.

Fundamentally, we do three things:

1. Provide immediate safety at our confidential Safehouse for women, children, and other victims escaping abuse.
2. Empower survivors through programs and support such as Advocacy and Counseling.
3. Create a safer future through Education and Outreach to schools, businesses, and other organizations.

Title of PIFP Fellow: Prevention Specialist

Primary responsibilities of PIFP fellow (bulleted list; 100 words or less):

- The primary function of the PIFP fellow will be to work with TESSA leadership to coordinate outreach events and messages aimed at primary prevention of domestic and sexual violence.
- Assist in the implementation of new prevention initiatives including a public awareness campaign and a youth outreach and engagement initiative.
 - Participate in TESSA's Peer-to-Peer project, equipping young people with tools for bystander intervention.
 - Act as liaison to groups requesting presentations and events.
 - Engage and coordinate internal staff as subject matter experts to participate in Outreach efforts, identifying specific area(s) of expertise and interest for participating staff.
 - Contribute to content for social media (Facebook, Twitter, etc.) and TESSA website.

- Participate in the development of awareness events in February (Teen Dating Violence Awareness Month), April (Sexual Assault Awareness Month) and October (Domestic Violence Awareness Month).

Qualifications sought in PIFP fellow (bulleted list; 50 words or less):

Include **Required** and **Preferred** sections, if applicable.

- Firm grasp of available tools and platforms in the social media space.
- Must be computer literate (working knowledge of word processing, PowerPoint, Excel). Proficiency in Publisher and Photoshop highly desired. Knowledge of CMS and graphic design a plus.
- Self-motivated, good organizational skills, detail-oriented, ability to prioritize, multi-task and meet deadlines.
- Ability to work independently and as part of a team. Comfortable interacting with a variety of TESSA stakeholders and TESSA senior staff.
- Ability to work well under time constraints.
- Must be willing to submit to background checks.

Areas of skill/experience/background required in PIFP fellow: P=preferred, R=required

<input type="checkbox"/> Accessibility/disabilities	<input checked="" type="checkbox"/> Event Planning	<input type="checkbox"/> Politics
<input checked="" type="checkbox"/> Activism	<input type="checkbox"/> Finance/business	<input checked="" type="checkbox"/> PR/communications
<input checked="" type="checkbox"/> Advocacy	<input type="checkbox"/> Fundraising/development	<input checked="" type="checkbox"/> Public speaking
<input checked="" type="checkbox"/> Campaigning	<input type="checkbox"/> Government	<input type="checkbox"/> Qualitative research
<input type="checkbox"/> Children's issues	<input type="checkbox"/> Healthcare/health sciences	<input type="checkbox"/> Quantitative research
<input checked="" type="checkbox"/> Civil rights/social justice	<input type="checkbox"/> Human services	<input type="checkbox"/> Reproductive rights/freedom
<input type="checkbox"/> Coalition work	<input checked="" type="checkbox"/> Journalism/publications (print/online)	<input type="checkbox"/> Social science research/methodology
<input checked="" type="checkbox"/> Community/political organizing	<input type="checkbox"/> Law	<input type="checkbox"/> Statistical analysis
<input type="checkbox"/> Criminal justice	<input type="checkbox"/> Legislative process	<input type="checkbox"/> TV/radio
<input checked="" type="checkbox"/> Customer service	<input checked="" type="checkbox"/> LGBTQ issues	<input checked="" type="checkbox"/> Volunteer management
<input type="checkbox"/> Data analysis	<input type="checkbox"/> Lobbying	<input type="checkbox"/> Other: _____
<input checked="" type="checkbox"/> Digital media	<input type="checkbox"/> Marketing/sales	<input type="checkbox"/> Other: _____
<input checked="" type="checkbox"/> Diversity/inclusion	<input type="checkbox"/> Performing/fine arts	<input type="checkbox"/> Other: _____
<input checked="" type="checkbox"/> Domestic violence issues	Policy:	
<input type="checkbox"/> Economics	<input type="checkbox"/> Education	
<input type="checkbox"/> Editing	<input type="checkbox"/> Environment	
<input type="checkbox"/> Education	<input type="checkbox"/> Fiscal	
<input type="checkbox"/> Environmental issues	<input checked="" type="checkbox"/> Health	
	<input type="checkbox"/> Legislative	
	<input type="checkbox"/> Other: _____	

Technology skills required in PIFP fellow:

<input checked="" type="checkbox"/> Adobe Creative Suite (Acrobat, InDesign, PhotoShop)	<input checked="" type="checkbox"/> Graphic design (infographics, etc)
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P	Blog platforms (WordPress, Blogger)
R	Database management (Salesforce, GiftWorks, Wild Apricot)
R	Digital marketing/outreach (Twitter, Instagram, Facebook, etc)
	E-newsletter platforms (MailChimp, Constant Contact, Vertical Response)
	GIS

R	Microsoft Office Suite (Word, Excel, PowerPoint)
	Video/film production
P	Website design/management (WordPress, SquareSpace, etc)
	Other: _____
	Other: _____

**Certifications
Required:**

WFA
 WFR
 First Aid
 CPR
 Other: _____

**Language Skills
Required:**

English
 Spanish
 Other: _____