HEART
Women & Girls: Manager of Education and Research Position
HEART is the only Muslim-led, national advocacy organization that builds power with survivors, communities, and institutions to advance reproductive justice and uproot gendered violence, by establishing access and choice for the most impacted Muslims.

By offering accurate sexual and reproductive health and gendered violence education, advocacy, research, and training, HEART mobilizes people to become agents of change in their own communities and connects them to a network to sustain their empowerment. HEART’s vision is ambitious: to build a world where all Muslims are safe, can exercise self determination over their reproductive lives, and thrive in the communities they live, work and pray in.

With ongoing programming in Los Angeles, Chicago, New York, and Washington, DC, HEART has experienced rapid growth in the past few years. What began as a local, volunteer-run organization has blossomed into a national movement-focused organization with six paid staff members and a larger network of trainers, volunteers and educators. What makes our team unique is that we are led for and by directly impacted people that represent the communities we serve: we are Muslims, survivors, caregivers, queer and trans, differently abled, people of color working at the intersection of Islam, reproductive justice, and anti-sexual assault advocacy.

Over the years, our in-person programming has reached more than 12,000 people nationally, and over 150,000 people virtually through our videos, toolkits, and publications. Our programming has been the source of healing, support, belonging, and leadership development for many in Muslim communities, especially those living on the margins, including survivors of sexual violence, LGBTQIA+ people, and those who have experienced pregnancy loss.
ABOUT THE OPPORTUNITY:

The Education and Research Manager will ideally have experience with sexual and reproductive health education and anti-violence advocacy programming, using an intersectional lens and working with hard to reach communities, primarily diverse Muslim communities.

Working closely with Manager of Training and Survivor Advocacy the Education and Research Manager will design, develop, and conduct trainings for Muslim institutions, community leaders, and mainstream professionals. The manager will also work to identify best practices, and create practical resources such as training manuals, fact sheets, infographics, and videos. This will support HEART’s strategic objective to combat gender based violence and promote reproductive justice, in partnership with Muslim communities: so that people can become agents of change in their communities and take action from the interpersonal to systems levels.

The right person for the job is comfortable navigating difficult, nuanced conversations and holding multiple perspectives. The ideal candidate will bring a demonstrated commitment to social justice and familiarity with reproductive justice and gender-based violence movements.
KEY RESPONSIBILITIES INCLUDE:

Health Education (50%)
• Work with all other staff to carry out a successful book launch campaign for HEART’s first book, The Sex Talk: A Muslim’s Guide to Healthy Sex and Relationships
• Lead and support the design and delivery of interactive and tailored workshops for college-aged and other Muslims, such as community leaders and working professionals
• Through our virtual resource center of publications, webinars, videos and other materials: build (anonymized) access to written resources around gendered violence and reproductive justice; to build literacy among Muslim communities and the systems they interact with
• Working with our Virtual Peer Educators, leverage people who are of the same age range of those we are targeting, to build gendered violence and reproductive justice literacy among Muslim communities and the systems they interact with
• Facilitate our health educator pipeline to scale the reach and impact of our workshops
• Develop, continuously improve, and execute a plan and tactics for program outreach and implementation
• Offer one-on-one support and referrals to any participant seeking additional support or information

Research (25%)
• Track program participants in order to continue their engagement with HEART after programming ends, and develop evaluation plans to measure impact
• Assist with the organization’s research arm
  ○ Work with the Communications Manager to translate research findings into health education resources, including through engaging social media posts
  ○ Work with the Manager of Training and Survivor Advocacy to incorporate HEART’s research and other peer reviewed research into training curriculum
  ○ Work with Co-ED Nadiah Mohajir to conduct literature reviews, prepare manuscripts, and integrate existing research into HEART’s health education
**KEY RESPONSIBILITIES CONTINUED:**

- Assist with the building, development, and collaboration with the organization’s scholars advisory board
  - Work with leading Muslim women scholars to develop HEART’s Islamically-grounded frameworks and integrate their research into our trainings
  - Work with leading Muslim women scholars to develop internal professional development trainings for the staff, as well as external programming for the community: to gradually close existing gaps between activists and scholars

**Trainings (15%)**

- Work with programs staff - including every team member’s role relating to health education, advocacy, research, training and communications - to support the continuous scaling of our resources, workshops and trainings through a robust multi-year strategy
- Develop and edit content to support this strategy, including working with Manager of Training and Survivor Advocacy to continuously assess needs deduced through case management of survivors: to inform our existing work to develop and strategize relevant and timely educational materials and workshops for Muslim and other professionals and institutions who serve Muslims
- Engage in professional development and other learning opportunities to refine HEART’s strategies and approaches to promote knowledge and communities of care - creating a culture shift towards a world where all Muslims are safe, can exercise self determination over their reproductive lives and thrive in the communities they live, work and pray

**Collaboration (10%)**

- Support Manager of Training and Survivor Advocacy in building and strengthening collaborations with other health and advocacy organizations and groups
- Supervise, retain and recruit interns and volunteers who support our health education and trainings arm - teaching and providing context for our work, to maximize their contributions
- Promote community leadership development and collaboration with our health education and training arm
Skills and Qualifications:

HEART seeks candidates who are aligned with its values, vision, and mission and who demonstrate the following skills, experiences, and characteristics:

- Commitment to HEART’s work of building a culture shift around how Muslims think and talk about, and act around, ending gendered violence and promoting reproductive justice in our communities through education and community-building
- Educational and/or work background in fields like education, social work and/or public health and/or with the specific issue foci of gendered violence (specifically including gender based violence), reproductive health/rights/justice, gender justice, racial justice, economic justice, and/or related areas.
- Ideally, at least two years’ work and/or volunteer experience in gender, racial, or social justice organizations.
- Facilitation and training experience, and strong research skills, including conducting literature reviews, translating research findings to lay communities, is highly desired.
- Your having worked in the South or Midwest - and/or with a national organization - is preferred.
- Understanding of and commitment to anti-oppression through self reflection, understanding and working through your biases and blindspots, and supporting our team’s collective endeavors. General growth mindset and initiative.
- Creative innovation and readiness to propose and take strategic risks, including soliciting and gathering input from others with perspectives different from your own.
SKILLS AND QUALIFICATIONS CONTINUED:

- Excellent and authentic written and verbal communication skills and ability to represent HEART in a professional manner. Your ability to speak and/or write languages other than English is highly desired.
- Experience working within Google Suite is required, and familiarity with other remote work media is a plus.
- Cultural humility and ability to continuously build skills to communicate with diverse groups and across difference (among and beyond Muslims).
- Agility in navigating conflict and advancing transformational change. High emotional intelligence, including the capacity for self-insight and learning/growth and the resiliency to hold the emotions and experiences of staff and other partners (versus simply reacting).
- Self-compassion and ability to balance a healthy sense of urgency with self and community care.

Location: This position is 100% remote as our organization has been remote since before the pandemic. This is a full-time position with a flexible work environment and schedule. Some evenings, weekends, and travel will be required based on community needs and current public health guidelines, as well as for occasional in-person staff meetings and retreats. HEART encourages a healthy work-life harmony for its entire team and therefore has a 35-40 hour work week.
COMPENSATION, BENEFITS, & HOW TO APPLY

Travel requirements post-Covid: Once a month, including in-person team meetings and attending conferences/funder meetings

Salary range: Commensurate with experience, and considering candidates’ cost of living of their current location, the salary for this position will be no less than $60,000 and no more than $71,000 annually. The maximum amount of compensation is non-negotiable per our emerging pay equity policy and based on salaries of our existing staff.

Benefits: We believe in a culture of care that includes health insurance, childcare stipend, parental leave, flextime, paid and sick time off, annual stipends for remote working costs (technology, office equipment, wifi/cell phone)

Position location: Remote within the United States

Application deadline: March 15, 2022

Applications will be reviewed on a rolling basis. Please apply here no later than March 15, 2022, and noting that applications submitted by February 28, 2022 will be given priority attention. Please send any questions you may have to careers@heartwomenandgirls.org. If you require an accommodation to complete this application, please note that in your email inquiry.

HEART values a diverse workplace and strongly encourages applications from Muslim, Black, Indigenous, people of color (BIPOC), queer and trans folks, people with disabilities, and members of ethnic minorities. HEART is an equal opportunity employer. Applicants will not be discriminated against because of race, color, creed, sex, sexual orientation, gender identity or expression, age, religion, national origin, citizenship status, disability, ancestry, marital status, veteran status, medical condition or any protected category prohibited by local, state or federal laws.
Mission: To advance reproductive justice and uproot gendered violence, by establishing access and choice for the most impacted Muslims

Vision: A world where all Muslims are safe, can exercise self determination over their reproductive lives and thrive in the communities they live, work and pray.

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