

**POSITION ANNOUNCEMENT**  
Executive Director of ASADV, Rochester NY  
November 2009



**Rochester, New York:** Advocacy Services for Abused Deaf Victims (ASADV), a 501(c)(3) non-profit organization, announces its search for an Executive Director. ASADV provides direct advocacy services and prevention education to the deaf community in Monroe County, New York. This opening is for a paid position that needs to be filled immediately.

**General Responsibilities:**

- Assure that the organization has a long-range strategy which achieves its mission
- Active role in researching, securing, and managing federal and state grants and government contracts
- Supervise a staff of paid/volunteer advocates
- Provide back-up advocacy services at the client level
- Provide community educational workshops
- Increase community awareness of ASADV's offerings
- Promote active and broad participation by volunteers in all areas
- Provide assistance to fund raising efforts by the Board
- Represent the organization both on local and national levels
- Manage ASADV resources, including office headquarters, within budget guidelines
- Report to the ASADV Board

**Qualifications:**

- Experience in the field of domestic violence, sexual assault, and/or elder abuse
- Experience working with non-profit organizations
- Strong communication and presentation skills
- Ability to problem solve and negotiate with a diverse group of team members
- Bachelor's Degree required. Masters degree preferred.
- Fluency in American Sign Language

Position available immediately. Candidates that are interested in applying need to submit a cover letter and resume to James Munro, ASADV Board President at [jmunro10@gmail.com](mailto:jmunro10@gmail.com). Applications or inquiries will be accepted until the position is filled.

"Setting yourself free from violence . . . brings HOPE"  
Advocacy Services for Abused Deaf Victims, Inc. • P.O. Box 20023 • Rochester,  
New York • 14602-0023 • [www.asadv.org](http://www.asadv.org)