

National Queer and Trans Therapists of Color Network

Program Manager

The [National Queer and Trans Therapists of Color Network](#) is seeking a Program Manager to lead our core programs to support the emotional and spiritual well-being of QTBIPOC community and practitioners.

ABOUT NQTTCN

The National Queer and Trans Therapists of Color Network (NQTTCN) is a healing justice organization that actively works to transform mental health for queer and trans Black, Indigenous, and People of Color (QTBIPOC). We work at the intersection of movements for social justice and the field of mental health to integrate healing justice into both of these spaces. Our overall goal is to increase access to healing justice resources for QTBIPOC. We work to build the capacity of QTBIPOC mental health practitioners, develop healing justice resources, and engage in field building to address the long term structural harm caused by the medical industrial complex and to build power with movements for our collective liberation and healing.

We encourage you to read our [Statement of Community Care](#) for more information about our values and the core assumptions our work is founded on.

Healing Justice

Healing Justice, a framework developed in 2006 by Cara Page and the [Kindred Southern Healing Justice Collective](#), comes directly out of many years of organizing and movement building based primarily in the Southeastern United States led by Black and Brown women/femmes as well as other queer and trans people of color. Although the concept and language of healing justice is relatively new, our communities have always had traditions and practices to respond to violence, harm, trauma, grief and crisis along with traditions to build our collective resistance and resilience.

We honor our place in this lineage of healing justice and commit to sharing the history as we are learning and understanding it to ensure that the brilliance, wisdom and labor of Black and other women and femmes of color is not erased. We define healing justice as:

A political and spiritual framework rooted in disability justice, environmental justice, reproductive justice, transformative justice, harm reduction and

abolitionist movements, as well as the ancestral traditions and practices of people of color, poor people, people with disabilities, women, femmes, and queer and trans people. It recognizes the ways systemic and structural violence have caused harm, grief, crisis, trauma and further cycles of violence for oppressed peoples. Healing justice honors our inherent ability to heal and the specific legacy of resistance and resilience of queer and trans people of color. It requires that we constantly re-imagine what is possible regarding our healing, safety, sustainability and fortification.

OVERVIEW OF PROGRAM MANAGER POSITION

The Program Manager will play a key role in management and implementation of our core programs including our Mental Health Practitioner Directory, Mental Health Fund and capacity building for organizations working with QTBIPOC communities.

Primary Responsibilities

Manage QTBIPOC Mental Health Practitioner Directory

- Update directory weekly including review and approval process for new practitioners using Wordpress and internal database
- Coordinate annual renewal process including reminders and updates for practitioners
- Ensure all data in directory is accurate and up to date
- Develop and implement outreach plan to maximize new and previously listed practitioners in the directory
- Develop and implement plan to maximize utilization of directory amongst QTBIPOC community members and organizations
- Troubleshoot minor issues practitioners may encounter using Wordpress to set up their listing, make payment, etc.

Manage Mental Health Fund

- Ensure all systems related to the MHF are efficient, accurate and maintain confidentiality and digital security
- Identify and address ethical and confidentiality issues that arise in the process of administering the MHF
- Manage application process including review and notification process for applicants and practitioners according to MHF recipient criteria
- Track and manage personal information of fund recipients in a secure manner in accordance with legal/ethical standards regarding confidentiality
- In collaboration with Founding Director, regularly review and update all MHF processes as needed

- In collaboration with Program Assistant and Founding Director, coordinate weekly invoice process to pay practitioners for sessions covered by MHF
- In collaboration with Founding Director, develop evaluation plan with clear goals and objectives to increase utilization and impact of the MHF.

Manage Capacity Building Projects

- Manage subcontract for healing justice project with trans, gender nonconforming and nonbinary youth organizers and activists
- Coordinate training/coaching team including leading monthly meetings
- Develop and update care and resiliency curriculum as part of youth organizing training
- Provide training, facilitation and coaching for TGNCNB youth organizers rooted in healing justice
- Provide resources and consultation for mental health or crisis needs that arise for TGNCNB youth organizers
- Expand capacity building program for QTBIPOC serving social justice organizations

Other Responsibilities

Expand Resource List

- Identify and disseminate radical mental health resources for QTBIPOC to share across media platforms (social media, website, etc.)
- Regularly update internal and external resource lists
- Identify relevant trainings, webinars, other networks and resources to support QTBIPOC therapists

Fundraising

In collaboration with Founding Director

- Participate in organization's fundraising activities which include grassroots, major and philanthropic donors

KNOWLEDGE, SKILLS, EXPERTISE

Required

- Licensed mental health practitioner (LCSW, LMFT, LMHC or equivalent) with 3-5 years of post graduate clinical experience
- Deep knowledge and practice of healing justice and/or harm reduction, including holding a value of community care on teams
- Strong political analysis and praxis, including experience working with queer and trans Black, Indigenous and People of Color including knowledge of the needs as well as the historical and current social, cultural and political conditions of our community

- Ability to hold strong boundaries within the context of work that can resonate personally
- Willingness to lead and take risks, including giving and receiving feedback
- Experience supervising others in a wide range of roles
- Commitment to re-imagine existing systems/institutions and to take action to build more innovative, adaptive and liberatory frameworks
- Demonstrated ability to lead during crisis and instability
- Ability to work independently and on various teams including skill around self-accountability
- Ability to hold tension and complexity of the world as it is and our vision for the future
- Knowledge and familiarity with Google applications (calendar, Drive, email, etc.), Zoom, Asana, and data management systems

Preferred

- Experience working with criminalized survivors of state, community, familial and interpersonal violence
- Multilingual in English and Spanish and/or ASL
- Strong background in disability justice
- Background in community organizing
- Solid knowledge of the history and lineage of healing justice including an understanding of disability justice, transformative justice, environmental justice, reproductive justice, harm reduction and the medical industrial complex

This is a .75 FTE position (30 hours/week) and includes a comprehensive benefits package. The salary range is \$48,750-\$52,500 annually for .75 FTE (65,000-70,000 FTE) based on overall experience.

HOW TO APPLY

Please send resume and cover letter to info@nqttn.com. Rolling Interviews.

Due to the COVID-19 pandemic, this position will be virtual until further notice.

NQTTCN strongly encourages queer, trans, gender nonconforming, and nonbinary Black, Indigenous and People of Color, people with disabilities, women and femmes to apply.