

# Sexual Assault Advocacy Coordinator Job Description

- Dental insurance
- Health insurance
- Paid sick and vacation time

**JOB DESCRIPTION:** Full-time position providing sexual assault community education, prevention, and crisis intervention services for Calhoun, Cleburne, and Talladega Counties.

## **JOB DUTIES:**

Implementation of pre-approved school programs for high school and college students; education of law enforcement, social services professionals, medical professionals as well as the general public

Development of partnerships with employees of agencies in the communities served

Serve as chair of the Northeast Alabama Sexual Assault Response Team (NEALSART)

Perform data collection and data entry, progress reporting, crisis intervention and direct services including rape response as needed to support agency programs

Will expand community education services to outlying and rural communities and underserved populations within the agency's coverage area

Responsible for expanding and developing curriculum to meet the needs of the community and requirements of funders

Will recruit, and train volunteers to assist the sexual assault program.

**JOB REQUIREMENTS:** Graduation from an accredited four-year college or university preferred. A degree in public relations, criminal justice, communications, social services, or equivalent field preferred. Prior professional experience in training or community organization and social media and website maintenance preferred. Strong communication skills, both oral and written, along with the ability to relate to various community and agency representatives. Experience in crisis intervention and direct services in the area of sexual assault is desired.

Travel to surrounding counties required. Must have a good driving record with a valid Alabama driver's license and proof of current automobile liability insurance. Must be able to lift at least 20 lbs. Must be eligible to work in the United States.

**Please provide a cover letter and resume to [kathleencacar@gmail.com](mailto:kathleencacar@gmail.com)**

Job Type: Full-time

Pay: \$38,000-\$42,000 annually

Benefits:

- Dental insurance
- Health insurance
- Paid sick and vacation time

Education:

- Bachelor's (Preferred)

Work Location: In person