

Sexual Trauma Services of the Midlands

Sexual Assault Services Coordinator

Qualifications: Bachelors degree in social work, counseling or related field with at least one year's experience as an advocate in the sexual violence arena. Event and program planning and implementation experience preferred. Computer skills required.

Reports To: Director of Crisis Services

Function: To enhance and expand comprehensive services for survivors of sexual assault to include crisis intervention, information, referral and advocacy within the medical and criminal justice systems.

Position Duties:

- Ensure high quality crisis intervention and advocacy services to primary and secondary survivors of sexual assault/abuse.
- Serve as primary staff advocate for hotline and hospital accompaniment.
- Serve as primary staff for data entry of crisis clients.
- Promote STSM services within key community-based task forces and events.
- Research and present new ideas for improvements to the crisis program, including maintaining and updating the client database.
- Provide informational presentations related to sexual assault, stalking, sexual harassment, and other sexual trauma to the community.
- Ensure federal grant objectives are met, documented, and reported.
- Pursue professional development through training and professional educational activities.