



We're Hiring!

Position Title: Sexual Assault Program Coordinator

Salary Range: \$48,000--\$52,000/year plus benefits

Classification: Full Time Non-Exempt

Applications due: November 1st, 2024

Overview:

CAWS North Dakota is a membership-based non-profit domestic violence and sexual assault coalition. Our mission is to create social change by mobilizing a unified response of member programs and communities through advocacy, education, and action to end sexual and domestic violence. Our work is focused on 1) providing support, resources and tools to local crisis intervention centers working with victims and their families 2) coordinating annual public awareness events 3) educating and training professionals and advocates on the issues of sexual and domestic violence 4) providing information and resources to the general public regarding domestic and sexual violence 5) building institutional partnerships and shaping public policy and 6) promoting healthy relationships and nonviolence through prevention.

General Summary of Responsibilities:

This position provides statewide guidance and training/technical assistance (T/TA) to local sexual assault programs, communities, other professionals and institutions, and state agencies regarding sexual assault/sexual violence victim advocacy and coordinated community response efforts and ways to strengthen trauma- focused victim -centered help and support and sexual assault response policies/protocols.

Responsibilities include:

- Provide T/TA to sexual assault programs and advocates.
- Provide guidance and TA to sexual assault programs and community partners in the development of sexual assault response teams.
- Assist in monitoring subaward contracts and activities and providing T/TA to rural sexual assault subgrantee programs.

- Co-develop public education resources and materials related to sexual assault and sexual violence including Sexual Assault Awareness Month (SAAM) toolkit and activities.
- Coordinate and co-facilitate regular Domestic & Sexual Violence Network meetings for local program advocates.
- Participate with state funders for review of local programs' sexual assault grant applications as needed.
- Collaborate with coworkers on Sexual Assault Evidence Collection projects.
- Co-facilitate and provide sexual violence training to law enforcement officers.
- Collaborate with coworkers on grant writing and reporting.
- Liaison with national sexual assault organizations.

Qualifications:

- B.A. or B.S. degree in criminal justice, social work, or related field.
- At least two years of experience in sexual assault or related social justice or social service field, preferred.
- Experience in training curriculum development, training adults and group facilitation, preferred.
- Exceptional organizational skills and ability to manage several projects at once.
- Demonstrated understanding of sexual assault and related issues, including service delivery for victims.
- Excellent communication skills.
- Self- motivated; able to work independently.
- Computer literacy.
- Flexibility to do some traveling in state and occasionally out of state.

To Apply:

Send **cover letter and resume** to:

CAWS ND

521 E. Main Ave. Suite 320

Bismarck, ND 58501

701 or 888-255-6240

www.cawsnorthdakota.org