

CLEVELAND RAPE CRISIS CENTER
Job Description

Title: Regional Sexual Assault Response Team (SART) Manager

Reports To: Chief Advocacy Officer (temporarily)

Position Summary: The Regional SART Manager provides leadership and coordination of the development and activities of county-specific Sexual Assault Response Teams (SART) in Lake, Geauga and Ashtabula counties. A SART is a multidisciplinary, interagency collaboration that unites its members in a coordinated victim centered approach to providing specialized sexual assault intervention services to the community. The position assists with ensuring collaboration between all agency members of the SART to enhance existing relationships, develop cooperative relationships to improve responses to sexual assault, and increase community awareness of issues regarding sexual assault.

Expectations:

- Develop (Ashtabula) and maintain (Lake and Geauga) sustainable SART program with the goal of improving services to all sexual assault survivors, sexual assault investigation, evidence collection, and prosecution
- Work with medical personnel in the community to enhance a medical-forensic exam program for sexual assault survivors
- Work with law enforcement in the community to enhance victim centered sexual assault reporting, investigation and prosecution

Job Responsibilities:

- Coordinate effective interagency collaboration to generate coordinated response teams to meet the needs of sexual assault survivors
- Staff the community SART programs and its activities, including planning and conducting bi-monthly SART meetings
- Maintain regular communication with SART members to ensure consistent participation in SART activities
- Create multiple methods for communication among SART programs, including listserve, newsletters, meetings and on-site visits.
- Coordinate SART trainings and annual SART conferences
- Provide leadership and facilitation in the development and implementation of SART policies and protocols
- Support and assist in the coordination of community education, public outreach and legislative support when appropriate to SART issues for the county/state

- Develop, coordinate and lead case review processes with the Multi-Disciplinary Team (MDT)
- Work with supervisor to develop program plans and provide monthly update reports
- Attend required trainings for SART coordinators/managers and maintain communications with other SART coordinators around the state, as well as OAESV
- Provide CRCC Directors and the Chief Advocacy Officer with recommendations concerning systems ability to respond to survivors in a trauma-informed manner in the region.
- Lead collaborative efforts to recruit new and/or existing system based community partners.
- Demonstrate respect for trauma informed care and survivor's needs by developing and maintaining an active willingness to demonstrate learning and value based leadership
- Use oral and written communication skills to effectively convey ideas in a clear, positive manner that is consistent with CRCC brand and identity
- Implement job responsibilities in a manner that is consistent with the CRCC's Mission and Code of Ethics
- Perform other related work as required

Qualifications:

- Bachelor's degree with five years of experience in a related field, or five years of work experience in a related field.
- Experience in successfully developing and maintaining multi-discipline collaborative initiatives
- Strong verbal and oral communication, presentation and facilitation skills
- Ability to communicate effectively, problem solve, and work well with people from diverse backgrounds/disciplines
- Experience in program development
- Familiarity with sexual assault victim advocacy a plus
- Demonstrated experience working in a collaborative team-based environment
- Demonstrated ability to work independently and with limited direction; and meet deadlines
- Organized, detail orientated, and flexible
- Able to identify and respond to shifting priorities

Hours of Work:

This is a time full time position (40-hours a week) requiring flexible hours (some evenings and weekends) of work for the purpose of meeting the need of survivor of sexual assault. This position requires regular travel in Lake, Geauga and Ashtabula counties.

Salary: Commensurate with experience. Excellent benefits and work environment.

Cleveland Rape Crisis Center is dedicated to building a culturally diverse and pluralistic staff committed to teaching and working in a multicultural environment. Qualified applicants will receive consideration for employment and will not be discriminated against based on race, color, religion, sex, sexual orientation, gender identity/expression, national origin, disability status, protected veteran status, age or any other characteristic protected by law.