

Kansas Coalition Against Sexual and Domestic Violence

Job Description

Position: Statewide SANE/SART Project Coordinator

Responsible to: Training and Education Manager

Primary Responsibilities: To write materials, distribute information, coordinate and provide training and technical assistance statewide on issues regarding Sexual Assault Nurse Examiner (SANE)/ Sexual Assault Forensic Examiner (SAFE) programs and Sexual Assault Response Teams (SARTs).

Specific Duties:

- Gather and become familiar with information and resources on best and culturally specific practices and considerations for serving survivors of sexual assault; policies, procedures, and best practices for SANEs and SARTs; and the rights of survivors of sexual assault and other Kansas law that impacts survivors.
- Develop, write, distribute and evaluate written protocols and other materials for both SANEs and SARTs.
- Collaborate to develop a comprehensive SANE/SART training plan.
- Ensure SANE training meets educational requirements set by the International Association of Forensic Nurses.
- Maintain long-term CNE providership through the Kansas State Board of Nursing.
- Conduct ongoing assessment of the needs of Kansas SANEs and SARTs.
- Coordinate and facilitate SANE/SART trainings for all SART members.
- Develop and deliver training content for SANE/SART trainings.
- Write, prepare and distribute a quarterly newsletter to SANE/SART programs or members.
- Maintain the Kansas SANE/SART list serve.
- Serve as KCSDV staff representative to agencies or organizations working on SANE/SART issues.
- Provide technical assistance to KCSDV member programs, hospitals, SANEs and other members of SARTs regarding sexual assault and domestic violence.
- Provide other relevant training to advocates and allies.
- Assist with other KCSDV duties as assigned.

Benefits: Health, dental, life, and long- and short-term disability insurance, Section 125 mini-flex plan, 401K plan contribution, paid holidays, paid health and vacation leave.

Employment Status: Full-time, non-exempt

Knowledge, Skills, & Abilities Needed: Preference for experience in sexual assault and domestic violence, including providing training, engaging in collaborative efforts, and/or providing advocacy services to victims/ survivors. Knowledge of issues related to sexual assault and/or sexual assault exams. Excellent oral and written communication, organization, and time management skills. Ability to manage multiple projects at one time, work independently and with a team, and meet deadlines. Demonstrated ability to maintain strict confidentiality. Demonstrated commitment to KCSDV's mission and philosophy, including social justice values and anti-oppression work. Proficiency in Microsoft Excel, Word, PowerPoint and Outlook. Ability to travel in Kansas and out-of-state and have own means of transportation. Must be able to lift and carry 20-30 lbs.

KCSDV is an equal opportunity employer. KCSDV does not consider race, color, religion, gender identity, sex, national origin, age, disability, veteran status, sexual orientation, or marital status in employment decisions. It is our policy to maintain a non-discriminatory environment free from intimidation, harassment, or bias based upon these grounds.