



## **Coordinator of Primary Prevention and Specialized Advocacy**

### **Position Description**

**November 2018**

**Responsible to: Direction of Systems Advocacy and Prevention**

**Overall Job Function: Responsible for the overall development, implementation, and oversight of the primary prevention initiatives and other specialized projects at SCCADVASA.**

#### **Position Duties:**

1. Coordinate all prevention activities of the Coalition, to include creating and sustaining relationships with collaborative partners, providing education and guidance to member organizations, and working to develop primary prevention campaigns and initiatives.
2. Research, develop, and implement domestic and sexual violence prevention approaches that focus on at-risk populations and other marginalized community groups.
3. Coordinate the development of the statewide primary prevention plan for sexual and intimate partner violence that addresses all levels of the socio-ecological model and builds on current community initiatives by member organizations and other allied partners and incorporates their expertise and input.
4. Work directly with member organization Community Educators and other prevention staff to develop model curricula and presentations on primary prevention to be used in their communities and to improve member organization capacity to provide prevention education and programming in their communities. This will include technical assistance, training and outreach on their behalf, among other tasks.
5. Coordinate and participate in a number of collaborative coalitions and alliances comprised of multidisciplinary professionals working to prevent sexual and domestic violence, substance abuse, suicide, teen pregnancy, and other connected issues.
6. Research and coordinate specialized advocacy projects that address root causes of violence and increase access to survivors, depending on funding.
7. Work closely with SCCADVASA team members to increase and sustain outreach to the state of South Carolina regarding the intersections of intimate partner violence and oppression and to build an inclusion-based approach to prevention and intervention.
8. Work with statewide and national partners to implement evidence-based primary prevention initiatives and specialized advocacy, to include ongoing conversations around local primary prevention councils and health equity zones.
9. Serve as faculty on SCCADVASA training and education initiatives to include quarterly Victim Service Provider trainings, webinars, and conferences.
10. Provide information and referral to survivors of violence, their family/friends, and the general public.
11. Perform routine administrative/office tasks as required.



12. All other tasks as assigned.

**MINIMUM QUALIFICATIONS:**

1. Bachelor's degree in public health, social work, counseling, or related field with five years of experience working with survivors of sexual assault or domestic violence. Graduate degree preferred.
2. Understanding of sexual and intimate partner violence and empowerment-based advocacy.
3. Experience planning, implementing, and evaluating prevention programming.
4. Working knowledge of sexual assault and domestic violence agencies and local advocacy programs as well as the South Carolina Coalition Against Domestic Violence and Sexual Assault, or similar nonprofit, advocacy organizations.
5. Ability to collaborate with a variety of agencies.
6. Excellent written and verbal communication skills. A targeted writing sample and/or oral presentation may be required for all candidates for this position.
7. Public speaking and training experience.
8. Ability to work independently, set priorities, and perform multiple tasks. Excellent organizational and problem-solving skills.
9. Proficiency with Microsoft Office Suite and Adobe Acrobat software.

**BENEFITS:** Salary range from \$39,000 to \$42,000 with health, dental, life, and long-term disability insurance; retirement fund contribution; and paid health and vacation days.

**EMPLOYMENT STATUS:** Full-time (40 hours per week)

**To Apply:** Send cover letter, resume, and references to [info@sccadvasa.org](mailto:info@sccadvasa.org). Position is open until ideal candidate is identified. No phone calls, please.

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