



Job Title

Policy Advocate (SAFE SART)

The Maryland Coalition Against Sexual Assault (MCASA) is Maryland's sexual assault coalition and includes the State's rape crisis centers and others concerned with ending sexual violence. Our mission is to help prevent sexual assault, advocate for accessible, compassionate care for survivors of sexual violence, and work to hold offenders accountable.

We believe we cannot successfully serve others if we do not take care of ourselves. MCASA staff are encouraged to practice self-care and are supported in finding a positive work-life balance. This position, along with the rest of the agency, will entail significant virtual work and allows for flexible scheduling.

Employees are expected to be available to travel to the MCASA office in Silver Spring within 90 minutes or live within the State of Maryland. While many job duties may be performed virtually, some are in person. This may include on-site meetings, meetings with stakeholders or community members, court proceedings, or other in-person events. Employees may choose to work in the MCASA offices subject to COVID risk reduction protocols.

Position Overview

The Maryland Coalition Against Sexual Assault (MCASA) is looking for a Policy Advocate (SAFE/SART) with knowledge in the sexual assault arena to provide strategic planning and leadership, technical assistance and training to Sexual Assault Response Teams, sexual assault forensic nurse examiners, advocates and other allied professionals. This is a full-time position that reports to the MCASA SART/SAKI Manager.

Responsibilities and Duties

SART/SAFE and FNE

- Provide support and technical assistance to existing and emerging Sexual Assault Response Teams (SARTs) to further their work and support establishment of SARTs in all jurisdictions in Maryland.
- Facilitate statewide SART leader teleconferences focused on addressing emerging issues and trends in sexual assault, disseminating information related to best practices and new laws and regulations, and encourage statewide collaboration.
- Participate in SART case reviews and provide guidance and technical assistance as needed.
- Coordinate with and support Sexual Assault Kit Initiative (SAKI) Project.
- Provide trainings to staff at Rape Crisis & Recovery Centers, forensic nurse examiners (FNEs), law enforcement personnel, and SARTs, about issues related to SAFEs and SARTs, such as trauma-informed investigations, SAFE accessibility and options, sexual assault evidence kit (SAEK) testing, perpetrator behavior, cyberstalking, crisis intervention, and drug facilitated sexual assault.
- Produce materials and present trainings for professionals working with sexual assault survivors on

trauma-informed response, including: the neurobiology of trauma (adult and childhood), adapting services to be trauma-responsive, vicarious trauma, and SART operations and benefits.

- Develop, support, and present at trainings for sexual assault FNEs by partnering with organizations or hospitals offering training, and working with partners to increase and improve access to FNE trainings.
- Provide technical assistance and advocate for policies that improve systemic responses to sexual assault survivors by ensuring best practices in SAFE/SART.
- Represent MCASA as assigned by the Executive Director by participating in selected statewide committees and task forces.
- Provide technical assistance to Maryland's Rape Crisis & Recovery Centers regarding Maryland Sexual Assault Forensic Examiner (SAFE) programs, Sexual Assault Response Teams, and other matters.
- Conduct targeted outreach to registered nurses employed in Maryland hospitals without Sexual Assault Forensic Examiner (SAFE) programs to advertise trainings in order to recruit potential forensic nurse examiners.
- Provide input regarding regulations and policies applicable to FNEs and SAFEs to provide survivor-centered responses to sexual assault. Coordinate with attorney(s) from MCASA's Sexual Assault Legal Institute to identify and address legal questions and needs regarding SAFE, SART, and related issues.
- Assist in the production of training and technical assistance materials and other resources to support SAFE programs and SARTs.
- Support effective communications for SAFE programs, SARTs and Rape Crisis & Recovery Centers, including the use of social networking/online communities.
- Address emerging issues related to sexual assault response and SAFEs.
- Assist in the maintenance of MCASA's webpage by updating fact sheets, program information, and other resources.
- Conduct community outreach and education as it relates to SAFE/SART activities.
- Provide production assistance and present information at MCASA's Sexual Assault Victim Advocate Training.
- Improve coordination and facilitate communication between SARTS, SAFE Programs, and medical facilities across the state.

General

- Collect data and prepare grant reports.
- Support effective agency communications including, for example, listservs, social media, e-newsletter, conference calls, etc.
- Produce, provide, and facilitate trainings for both large and small groups of professionals.
- Prioritize and fulfill responsibilities in accordance with available funding and grant requirements.
- Produce, update and distribute electronic and tangible materials including announcements, brochures, booklets, fact sheets, press releases and other outreach.
- Provide technical assistance to Maryland's Rape Crisis & Recovery Centers, MCASA members and professionals working with survivors.
- Prioritize and fulfill responsibilities in accordance with available funding and grant requirements.
- Other duties as assigned by Executive Director or SAKI Project Manager.

Qualifications

- Commitment to ending sexual violence.
- Bachelor's degree (Master's degree preferred) and relevant course work and/or experience addressing sexual violence, the criminal justice system, victim services, women's studies, or policy.
- Planning, technical assistance, and project management skills.
- Strong communication skills – verbal and written, with individuals and among groups, including those with differing professional backgrounds such as law enforcement, medical professionals, attorneys, counselors, and advocates. Ability to speak publicly and to groups.
- Knowledge and/or previous work experience in one or more of the following preferred: facilitating meetings, supporting different work styles (including collaborative and hierarchical), SART membership or affiliation with profession typically found on SARTs.
- Common sense and the ability to work both independently and as part of a team.
- Knowledge of Microsoft office applications, content management applications and social networking/media, able to learn and use new technology such as online databases and communication systems.
- Experience using Microsoft Word, Excel, and PowerPoint; able to learn and use new technology such as online databases and communication systems.
- Access to a car and valid driver's license; this position requires travel within Maryland.
- Background check is required (this is mandated by federal funding regulations).

Classification: Non-Exempt

Salary: Individuals holding a comparable position at the time of this posting receive compensation ranging from \$47,000-\$52,000 and the salary for this position is expected to fall within this range.

MCASA is committed to transparency, fairness, and equity in the hiring process. Compensation is determined based on education and work experience, victim services experience, and language skills. MCASA values a range of life and work experiences and encourages people to apply for positions they believe they are a good fit for even if there are aspects of the job that they will have to learn.

MCASA sets salary ranges being attentive to compensation levels throughout the agency, equity, and skill levels. The agency is mindful of the need to use objective criteria to ensure that new employees and current staff with similar credentials are paid fairly and the agency does not negotiate salaries with individual employees or applicants. MCASA does not consider prior salary history of applicants and requests that applicants omit this information from application materials.

MCASA's current benefits include:

- 80% of health insurance premium (3 plans to choose from)
- 100% of vision and dental insurance premiums
- Flexible work environment, including hybrid work, flexible hours, and supportive colleagues
- 40 hour work week including paid one hour lunches
- Paid sick and safe leave
- Twelve paid holidays

- Paid vacation beginning at 10 days the first 12 months, increasing to 15 days the following year, with additional set increases over time
- Three additional floating holidays during the winter holiday season (12/15-1/7)
- Two personal days annually
- Non-exempt employees: Overtime after 40 hours (note this is legally required, not a true benefit)
- Other reasons you will love working at MCASA:
 - Organizational commitment to survivor justice, sexual assault prevention, and offender accountability
 - Organizational culture that is inclusive, supportive, and purposeful
 - Balance between individual and collaborative work
 - Professional development opportunities inside and outside the agency

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly required to sit; use hands to finger, handle, or feel; and talk or hear. The employee frequently is required to stand, walk, and reach with hands and arms. The employee must occasionally lift and/or move up to 20 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and ability to adjust focus. This job requires the ability to travel to and from different locations within the State of Maryland.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually moderate.

Commitment to Diversity

MCASA is an equal opportunity employer. Its policy of nondiscrimination means that all employment decisions will be based on merit and without regard to factors unrelated to job performance, such as ethnicity, creed, marital status, national origin, religion, gender, age, sexual orientation, and physical, emotional or mental capacity.

Note to Potential Applicants: Applicants do not need to possess all of the listed qualifications. Research shows women and people of color are less likely to apply for jobs where they do not meet all of the listed qualifications. If you don't meet all qualifications but think you would be a good fit for the position, please apply.

MCASA values diverse life experience and is an Equal Opportunity Employer. People of color, people with disabilities, and/or people who identify as LGBTQI are strongly encouraged to apply. Our ideal candidate will share our passion and commitment to believing and supporting survivors, holding people who cause harm accountable, and taking action to end sexual assault in Maryland. We also expect that all members of our organization recognize that sexual violence and oppression are intricately linked, and are dedicated to grappling with the complexities of societal power and privilege

in order to create an inclusive movement to end sexual violence. Candidates must be able to recognize personal biases and address them productively, as well as communicate effectively with a wide range of individuals, groups, and organizations

To apply: send resume and cover letter to jobs@mcasa.org. No phone calls, please.