

## **JOB DESCRIPTION**

### **Technical Assistance Director**

**General Nature of Position:** The Technical Assistance Director is responsible for serving as the lead on the agency's Statewide Training and Assistance to Rape Crisis Centers (STARCC) project, which includes a strong focus on supporting rape crisis programs with successfully implementing the Enough is Enough legislation, New York State's campus sexual assault law. This is a full-time, exempt position.

**Preferred Qualifications:** Associate or higher degree and/or 3-5 years of relevant experience. Skills in training and team building. Strong communication, organizational, public speaking, and writing skills. Commitment to and understanding of addressing sexual violence, anti-oppression work, anti-racism work, and other social justice issues. Valid driver's license.

**Reports to:** Senior Director of Systems Advocacy

#### **Specific Duties:**

- Provide Project Oversight—
  - Lead NYSCASA's STARCC project, ensuring completion of all deliverables by working in close collaboration with the New York City Alliance Against Sexual Assault, NYSCASA staff, and the New York State Office for the Prevention of Domestic Violence.
  - Evaluate, document, and report on project activities
- Assess Needs—
  - Assess rape crisis programs' training and technical assistance needs
- Identify Best Practices—
  - Investigate the latest developments and resources regarding sexual assault intervention and prevention
  - Develop or attain subject matter expertise to address the identified training and technical assistance needs
- Promote Coordinated Collaboration—
  - Maintain effective communications and working relationships, particularly with Enough is Enough funded rape crisis programs, the New York City Alliance Against Sexual Assault, the New York State Office for the Prevention of Domestic Violence, and others necessary to fulfill STARCC project objectives
- Provide Training and Technical Assistance—
  - Develop a training and technical assistance action plan and calendar
  - Identify and/or develop resources that address training and technical assistance needs

- Deliver trainings and technical assistance (via webinars, in-person workshops, online modules, conference calls, on-site visits) that address rape crisis counselor certification training needs, needs identified in the assessment, and emerging needs
- Provide current and archived resources on a comprehensive range of topics related to sexual violence intervention and prevention via the project website
- Other Activities—
  - Represent NYSCASA on committees, meetings, community events, conferences, and listservs
  - Complete required reports and paperwork
  - Participate in professional development
  - Attend NYSCASA meetings
  - Assist with NYSCASA's annual conference and any other events
  - Perform other duties as assigned by the Senior Director of Systems Advocacy

**Starting Salary: \$44,416**