



Job Description

Title: Resiliency Skills Coordinator (Spanish Language Proficiency)

Hours: Full time, non-exempt, including occasional weekend and/or evening hours

Supervisor: Executive Director

Compensation: Starts at \$20/hour, comprehensive benefits package including full, employer paid medical, dental, vision and life insurance, and generous Personal Time Off policy.

Position Summary: The Resiliency Skills Coordinator is responsible for providing crisis intervention, advocacy, and support for both Spanish and English speaking survivors of sexual violence as well as outreach to community partners.

Specific Position Responsibilities:

Direct Service and Outreach

- Provide advocacy and crisis intervention services, including safety planning, in-person support, accompaniment, transportation, answering crisis lines, etc.
- Coordinate and provide short-term crisis intervention and long-term financial advocacy for survivors of sexual violence.
- Provide follow-up support and advocacy services.
- Participate in daytime direct service shifts and the after-hours on-call rotation.
- Participate in debriefing and direct service meetings.
- Develop and maintain relationships with community partners and groups that provide financial literacy education services and housing services.
- Participate in local events and provide information about sexual violence, victims' rights, and SASS services at community events.
- Coordinate financial education classes and workshops based on participant demand and contractual obligations, including participant recruitment and screening, curriculum planning, coordinating facilitators and event logistics.
- Enhance accessibility for survivors who speak Spanish and/or have limited English proficiency and assist in the development of culturally and linguistically specific information about sexual violence and SASS' services.

General Responsibilities – With Other Staff

- Attend staff meetings, staff days, agency retreats and agency events and activities.
- Serve as a visible spokesperson and advocate for SASS' mission, services and programs in the community.
- In collaboration with staff, facilitate SASS' participation in public events such as Sexual Assault Awareness Month activities and/or Pride.
- Other duties as assigned

Qualifications – Required:



- Proficiency in speaking and reading Spanish.
- Experience living and/or working in, and an understanding of, Latinx cultures.
- Minimum of one-year experience as an advocate (volunteer or paid) for individuals impacted by trauma.
- Demonstrated understanding of and commitment to eliminating sexual and domestic violence and all forms of oppression.
- Excellent verbal and written communication skills.
- Experience working with people with varying skills, abilities, life experiences and/or from diverse backgrounds.
- Demonstrated skill in handling multiple tasks, tracking details and setting priority for accomplishing a variety of projects.
- An understanding of maintaining confidentiality when supporting survivors and/or their partners, friends and family.
- Ability to work flexible hours independently and with SASS staff as a team member.
- Strong computer technology skills, including Microsoft Word, Excel, and Outlook. Ability to learn new technology systems and implement within scope of duties.
- Valid driver's license.
- Must be able to pass a full criminal background check before hire.
- Proof of successful completion of Oregon's Advocacy Training requirements or ability to complete it within first six months of employment.

Qualifications – Preferred

- Bicultural
- Experience with public speaking on issues of interpersonal violence including sexual assault, rape culture, anti-oppression and/or anti-racism issues.