



**Kentucky Association of Sexual Assault Programs, Inc.**  
**Executive Director**

<b>Job Title:</b>	Executive Director
<b>Primary Location:</b>	Frankfort, KY
<b>FSLA Status:</b>	Full-time, Exempt
<b>Reports to:</b>	KASAP Board Chair
<b>Supervises:</b>	6-8 Staff
<b>Salary:</b>	\$72,000 - \$82,000 per year, commensurate with experience
<b>Benefits:</b>	Health, vision, dental benefits; retirement benefits; paid sick leave; paid vacation and PTO.

**Mission & Values**

KASAP's mission is to speak with a unified voice against sexual victimization.

KASAP is committed to serving all survivors and preventing sexual violence. KASAP and its member programs do not discriminate against anyone on the basis of disability, sexual orientation, gender, sex, religion, race, color, national origin, immigration status, incarceration, age, socioeconomic status, level of education, language proficiency, veteran status, political affiliations, beliefs, or type of sexual victimization. Whether the violence occurred recently, years ago, or is still happening, we are here to help. All are welcome.

KASAP acknowledges that sexual violence does not happen in a vacuum; it impacts different groups in different ways. KASAP also recognizes that each individual survivor and community member comes to our programs with diverse backgrounds and multi-layered identities that affect their access to medical and sexual assault services, experience with the justice system, needs, and feelings of safety. As service providers, KASAP and its member programs are committed to meeting people where they are and working to ensure that our services are inclusive and responsive to the real needs of survivors.

**Overview**

The Kentucky Association of Sexual Assault Programs, Inc. (KASAP) is a 501(c)(3) statewide coalition of the 13 rape crisis centers (RCCs) in the Commonwealth. Each RCC provides crisis services through 24-hour telephone and counseling; mental health treatment and support; medical and legal advocacy; consultation to victims and community members; prevention education, outreach, and training. These services operate 365 days per year, free of charge to the individuals served. KASAP supports each RCC by providing them with pass-through funding, training, and technical assistance. KASAP also provides annual program and financial monitoring and oversight to ensure that programs are meeting standards and best practices.

KASAP advocates for victims of sexual violence through state policy and legislative work. KASAP also builds and maintains strong statewide partnerships with key stakeholders in the field of sexual violence prevention and intervention. KASAP has a commitment to the prevention of sexual violence and assists RCCs in providing evidence-based, trauma-informed prevention education, training, and outreach to



their communities. KASAP has supported the development and implementation of It's My Space in middle schools and Green Dot in high schools, colleges, and communities across the Commonwealth.

KASAP is proud of the many strengths it has built over 30+ years of advocating for survivors in the Commonwealth:

- Organizing the annual state conference addressing sexual and domestic violence, in collaboration with Kentucky Coalition Against Domestic Violence, for over 21 years.
- More than doubling funding for sexual assault services and prevention in Kentucky since 2004 through development and maintenance of strong state partnerships.
- Ongoing investment in the primary prevention of sexual violence, including the development and implementation of a comprehensive statewide prevention plan with support and buy-in from all KY RCCs.
- Intentional commitment to anti-oppression work via adaptation, collaboration, ongoing education, and training for and with local RCCs.
- Ensuring incarcerated survivors have access to RCC services through the development and maintenance of MOUs with Kentucky Department of Corrections, Department of Juvenile Justice, and five Bureau of Prison facilities.

### **Executive Director Job Summary**

KASAP's current Executive Director of 20 years is retiring, leaving a legacy of fierce advocacy for survivors and a robust network of stakeholders committed to ending sexual violence. The Board of Directors of KASAP is seeking a new Executive Director to build on KASAP's considerable strengths, successfully address its challenges, and continue working toward a strong and sustainable future focused on ending sexual violence. The goal is to find a candidate prior to the current Executive Director's final leave to provide on-site guidance, training, and resources as part of the succession plan.

This is an exciting opportunity for a passionate and mission-driven professional to lead KASAP to the next phase in its work to end sexual violence. In partnership with the Board of Directors and KASAP staff, the Executive Director will chart and implement a strategic plan to advance the work to end sexual violence in the Commonwealth with an explicitly anti-racist and anti-oppression framework. The Executive Director will also model and cultivate a healthy, collaborative, and trauma-informed workplace environment that supports staff growth and development and will facilitate internal collaborative decision making with KASAP staff. In addition, the Executive Director will represent the coalition to the state legislature, with statewide partners, and in media appearances.

### **Duties & Responsibilities**

#### *Strategic Planning and Visionary Leadership*

- Offers a compelling vision for a life- and survivor-affirming Commonwealth, connecting the movement to end sexual violence to other movements against oppression.
- Leverages the coalition's current strengths and seeks opportunities to sustain and maximize services to meet the growing needs of the people and organizations served.
- Partners with the Board of Directors to define and articulate the agency's vision in the development and implementation of a strategic plan.



- Advocates and provides leadership to local, state and national policy makers on sexual assault prevention and social justice issues and legislation.
- Stays abreast of current trends related to services and programs and anticipates future trends likely to have an impact on its work. Informs and keeps the Board updated with ongoing education on changing trends and ways to stay at the forefront of the movement.
- Ensures that programs are mission-driven, in alignment with the strategic plan and in support of the needs and purpose of the membership.
- Promotes and fosters an organizational culture that creates and sustains a productive and motivated climate for staff, Board Members, and other key stakeholders.

#### *Board Relations and Development*

- Supports operations and administration by advising and informing the Board, enabling the Directors to fulfill their fiduciary and policy-making role.
- Collaborates with the Board of Directors to strengthen the accessibility and inclusivity of rape crisis center services across Kentucky.
- Advises the Board of Directors in the development of policies and planning recommendations.
- Attends and reports at quarterly Board and Executive Committee meetings; provides necessary staff services and assistance to the Board and its committees.

#### *Internal Leadership*

- Models anti-racist and anti-oppression values in all actions and decisions.
- Serves as an advocate for staff, leading with an open-door policy, flexibility, and acknowledging the wealth of talent and expertise of the entire team.
- Guides, motivates, supervises, and maintains a highly effective, productive, cohesive team with both professional/technical expertise and operational talent.
- Evaluates policies, positions and infrastructure ensuring all are clearly defined and accountable, to achieve maximum impact in the strategic plan.
- Promotes and fosters an organizational culture that creates and sustains a productive and motivated climate for staff, Board members, volunteers, and other important stakeholders

#### *Fiscal Oversight and Planning*

- Administrates and oversees a multi-source agency budget of over \$7 million.
- Manages agency finances and looks for opportunities for additional revenue streams by assessing funding environments, trends, and prospects.
- Creates reports for state and federal grants.
- Oversees budgeting, internal controls, and compliance with state and federal guidelines for the agency.

#### *Public Advocacy and Partnership Development*

- Create, develop, maintain and leverage relationships with various grassroots movements, survivors, and organizations throughout the state to strategically advance KASAP'S mission.



- Represent the organization statewide and participate with state and national organizations working to eliminate sexual violence.
- Serves as an articulate, passionate, and visible advocate and spokesperson of KASAP, and as the primary "face" of the Coalition with community groups and across the state.
- Implements KASAP legislative advocacy and lobbying plan, in collaboration with KASAP's Staff Attorney and the Legislative Committee. Provides public testimony, as necessary, to support and promote effective laws and policies for the prevention, intervention, and response to sexual violence.

### **Qualifications**

#### *Minimum Qualifications*

- Bachelor's degree required.
- At least five (5) years of experience in a senior leadership role in a similar size organization in the field of sexual violence or related field.
- Demonstrated passion for ending sexual violence and ability to ignite that passion in others.
- Commitment to centering anti-racism and anti-oppression in the movement to end sexual violence.
- Background working in the field of sexual violence or a closely related area.
- Understanding of anti-oppression, trauma-informed work and commitment to supporting a trauma-informed anti-oppressive work environment.
- Understanding of principles of primary prevention and the importance of prevention initiatives in our work to end sexual violence.

#### *Preferred Qualifications*

- Advanced degree in related field.
- Demonstrated ability to cultivate strong relationships across a diverse landscape of internal and external stakeholders, key opinion leaders, government officials and media.
- Excellent interpersonal and public communication skills, including clear and concise oral and written communication and ability to present to both small and large audiences. Able to passionately articulate KASAP's mission, vision, and values in various settings.
- Inclusive leadership and team building skills. Able to inspire, develop, and empower staff and create a collaborative workplace culture.
- Strong mediation and negotiation skills.
- Ability to lead complex projects and initiatives and the ability to navigate ambiguity.
- Critical thinker and creative problem solver.
- Excellent relationship management and collaboration skills.
- Demonstrated ability to develop and manage strategic and operational plans.
- Demonstrated experience in board development and relations. Skilled in working with a board of directors to carry out the mission, set a strategic plan, ensure goals are accomplished, and cultivate an inclusive and effective board culture.
- Experience with budgeting, planning, organizing, prioritizing and delegating.
- Desire to and experience with developing talent and supervision.



- Active listener, empathetic, self-aware, and able to connect with people of different styles, professional experience, and backgrounds.
- Experience writing successful grant applications.

#### **Working Conditions, Environment & Physical Demands**

- Travel, as needed, within the Commonwealth and nationally. [Due to COVID-19, travel is currently suspended for all KASAP staff.]
- Prolonged sitting or standing.
- Must possess the emotional and physical stamina to deal with a variety of stressful situations, such as: responding to complaints; handling difficult internal and external interactions; effectively working long hours; exposure to traumatic stories and secondary trauma related to the field.

#### **How To Apply**

KASAP's Board of Directors is conducting a national search to find highly qualified candidates for the Executive Director position. Candidates should send a resume, references, and cover letter expressing passion for the mission and fit for the role to:

Adrienne Gleeson  
adi@advanceddevelopmentinsights.com  
Subject: KASAP Executive Director

or apply online at: <https://www.indeed.com/job/executive-director-ec63afba9053a690>

#### *Timeline*

- Applications accepted until [June 1, 2021]
- Applicants selected for an interview will be notified on a rolling basis until [August 1, 2021]
- Anticipated start date [October 1, 2021]

*KASAP is an equal opportunity employer. We value and strive to cultivate a diverse and inclusive work environment. KASAP does not discriminate on the basis of race, color, sex, marital status, sexual orientation, gender identity or presentation, political ideology, age, creed, religion, ancestry, national origin, and the presence of any sensory, mental or physical disability in employment, volunteer opportunities or services rendered.*