



## Kentucky Association of Sexual Assault Programs, Inc. Job Description Community Engagement Coordinator

<b>Job Title:</b>	Community Engagement Coordinator
<b>Salary Range:</b>	\$48,000-\$58,000 Annually
<b>Anticipated Start Date:</b>	8/1/23
<b>Reports to:</b>	Executive Director

### About KASAP

The Kentucky Association of Sexual Assault Programs, Inc. (KASAP) is the statewide coalition of the thirteen rape crisis centers in the Commonwealth. The mission of KASAP is to speak with a unified voice against sexual victimization. As a coalition, KASAP provides technical assistance to member programs and professionals; advocates for improvements in public policy; fosters coalition building among members, organizations, and individuals committed to ending sexual violence; promotes prevention and public awareness regarding sexual assault and related issues; and maintains resources for sexual assault program staff and the public. KASAP does not provide direct services to survivors of sexual violence.

We are committed to serving all survivors and working toward the prevention of sexual violence. KASAP and its member programs ([local sexual assault 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.

We acknowledge that sexual violence does not happen in a vacuum; it impacts different groups in different ways. We also recognize that each individual survivor and community member come 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, we 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.

### Job Summary

Reporting to and working closely with the Executive Director, the Community Engagement Coordinator is responsible for inspiring engagement with other statewide entities to ensure that the KASAP mission and services are represented

to the community at large. Responsibilities of this position will include attending community meetings, public presentations, and coordination with other KASAP staff to provide training to external partners and strengthen our prevention efforts across the state. This position will serve to develop broader recognition of KASAP and its member programs as the primary statewide resource available to victims of sexual violence and its prevention in all communities in Kentucky.

### **Job Duties and Responsibilities**

- The coordinator should be skilled in strategic planning to develop a comprehensive community engagement and partnership expansion strategy. They should identify target communities and key stakeholders across the state and develop a plan to effectively engage and expand partnerships.
- Work to enhance visibility and awareness of KASAP among statewide organizations, the business community, and other stakeholders.
- Assist statewide partners and local rape crisis centers with identifying and addressing gaps in services.
- The coordinator should possess a deep understanding of power dynamics and how they operate within society, including systemic oppression, privilege, and marginalization. They should be able to recognize oppressive structures and work towards creating equitable and inclusive spaces.
- Maximize opportunity for victim support and social change resulting from strategic community partnerships and collaborations by coordinating outreach and facilitating access to educational programming.
- Collaborate with KASAP team to develop and implement outreach strategies to connect and activate new and potential partners with organizations representing previously underserved populations.
- Collaborate with other community organizations, agencies, and businesses to leverage resources and enhance service delivery. This involves attending collaborative meetings, fostering partnerships, and exploring opportunities for joint initiatives that address community needs.
- The coordinator should have a strong understanding of social policy issues. They should be familiar with key social justice issues relevant to KASAP's mission and have knowledge of policy frameworks and processes.

### **Job Requirements**

#### *Education and Experience*

- Bachelor's degree in relevant field such as social work, community development, communications, Women's and Gender Studies or a related discipline.
- A minimum of 3 years' experience in community engagement, outreach, or a related field is required. This may include working in non-profit organizations, community development initiatives, social services, or

volunteer management. Experience with event planning, program promotion, and volunteer coordination is highly beneficial.

- Strong interpersonal skills and the ability to build relationships with diverse stakeholders, including business communities, partner organizations, volunteer organizations and state agencies are necessary. The coordinator should be able to establish trust, collaborate effectively, and maintain professional networks.
- Demonstrating cultural competence and sensitivity is crucial in working with diverse communities. The coordinator should have an understanding and appreciation of different cultures, traditions, and perspectives to ensure inclusivity and respect in all interactions.
- Minimum two years of experience doing community organizing, outreach, and/or service provision with historically marginalized, criminalized, or underserved survivors of power-based violence.

### *Knowledge, Skills, and Abilities*

- A passion for KASAP's mission and values, including a dedication to address sexual violence from an anti-oppression lens.
- Ability to professionally represent KASAP, handle sensitive information, and maintain high levels of confidentiality.
- Ability to manage multiple projects at one time, work independently and with a team, and meet deadlines within a flexible work structure.
- Strong knowledge of Microsoft Word, Excel, PowerPoint, and Outlook
- Ability to work from the Frankfort office at least 2-3 days per week and be available for in-person and remote meetings as needed.
- Valid driver's license
- Ability to travel.

### *Additional Preferred Qualifications*

- Master's degree in Women's and Gender Studies, Ethnic Studies, Social Work, Public Health, Sociology, Criminal Justice, or related field
- Connections and relationships with statewide community organizations and individual leaders.
- Experience in mobilizing diverse stakeholders to collectively advocate for social policy change.
- Experience with community collaboration and organizing with a demonstrated success with completing complex projects, including engaging and coordinating with other partners.
- Experience with victim services and/or service systems
- Understanding of the Kentucky rape crisis center service delivery system

## **Benefits and Workplace Culture**

We are committed to creating an environment in which staff members from diverse backgrounds can get what they need to thrive. We offer medical, dental, and vision benefits, paid time off (PTO) vacation time, sick time, work from home days, and more. A new employee can expect to work with minimal supervision independently and within a team structure. KASAP will make all reasonable accommodation to ensure staff have an accessible work environment.

## **How to Apply**

Please submit a cover letter, resume, and three professional references to KASAP's Executive Director via email at [mquillen@kasap.org](mailto:mquillen@kasap.org) with the subject "Community Engagement Coordinator"

## **Timeline**

The anticipated start date for this position is 08/01/2023. Applications will be accepted on a rolling basis until the position is filled. Applicants selected for an interview will be notified within 3-5 workdays following receipt of application. Initial Interviews will be conducted remotely. Final interviews will be conducted in person at the Frankfort office.

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.