ABOUT THE DEAN OF STUDENTS OFFICE

We empower global citizens who are ready to make a positive impact in the world. We set the standard for a dynamic campus community by creating a caring and inclusive learning environment and providing programs, services, and resources that challenge and support the students, parents, staff, and faculty of The University of Arizona.

SUMMARY JOB DESCRIPTION

The Coordinator for Sexual Assault and Violence Prevention Programming will work within the Women’s Resource Center (WRC) to develop and deliver campus educational programs and outreach that engage students in meaningful and lasting education around issues of consent, personal responsibility, bystander intervention, and survivor support regarding issues of sexual assault and other forms of violence.

The successful candidate will serve as a campus expert on sexual assault and violence prevention; will be a visionary and leader for creative, impactful, and collaborative campus education programs that are consistent with the mission of the Women’s Resource Center; develop, implement, and assess these programs, as well as mentor and supervise the student interns and educators who help to facilitate the education; develop effective written and online materials and media pertaining to violence prevention; work collaboratively across units and departments; and participate in grant writing/management and other development activities.

Most importantly, the successful candidate will have the education, passion, and demonstrated skills to help the Women’s Resource Center staff and students, as well as other invested and committed UA personnel, to foster a campus atmosphere that is survivor-centered in its response to sexual assault and other forms of violence.

DUTIES AND RESPONSIBILITIES

Duties and responsibilities include, but are not limited to:

- Coordinate and provide campus violence prevention activities for students, faculty, and staff at UA, including but not limited to, peer-to-peer workshops designed to reach all incoming and first-year students, as well as programs for fraternity and sorority members, and UA Intercollegiate Athletes.

- Serve as Project Director on Sexual Violence Prevention and Education Program (SVPEP) grant, funded through Arizona Department of Health Services, overseeing graduate student staff on the project. Duties include in-state travel to quarterly meetings, collaborative facilitation of Arizona State Bar Association educational outreach and assessment, coordination with UA Assessment team to develop and assess programs, monthly reports, and budget management, as well as other duties.

- Provide and/or consult on training and education to faculty, staff, and students as requested, including Residence Life and UAPD.
• Provide outreach to organizations, departments, and offices to coordinate and promote violence prevention efforts.

• Organize and conduct awareness events on campus, and participate in off-campus community awareness events as time permits.

• Advocate violence prevention both on- and off-campus through media outlets.

• Supervise Graduate Assistant(s), with attention to both their academic obligations as well as the promotion of their personal and professional development.

• Advise Students Promoting Empowerment and Consent (SPEAC), an internship program of the WRC, by serving as internship supervisor and mentor for 8-12 undergraduate interns.

• Serve on various on- and off-campus prevention committees.

• Assist with other duties as assigned.

Minimum Qualifications:

• Bachelor’s Degree in relevant field, particularly in Public Health, Health Education, Social Work, Higher Education, or Gender and Women’s Studies.

• One year of experience developing and delivering violence prevention education programs.

Preferred Qualifications:

• Master’s Degree in relevant field, particularly in Public Health, Health Education, Social Work, Higher Education, or Gender and Women’s Studies.

• Multiple years of relevant work experience with college populations.

• Experience working on issues of sexual assault.

• Grant management experience.

• High skill level with Adobe Suite software programs.