

**WOMEN'S CENTER**  
**Sexual Assault Therapist**

**PROGRAM:** Sexual Assault (VOCA)  
**SUPERVISED BY:** Sexual Assault Program Coordinator  
**SUPERVISION OF:** N/A  
**CLASSIFICATION:** Hourly/Exempt/40 hours a week  
**SUMMARY:** The Sexual Assault Therapist works as part of a team with the Sexual Assault Advocates, Sexual Assault Program Coordinator/SART Coordinator and Program Director to provide therapeutic services for survivors of sexual assault. The Sexual Assault Therapist will provide therapeutic intervention for primary and secondary survivors of Sexual Assault. There may be limited therapeutic and crisis intervention for primary and secondary survivors of Domestic Violence, on a needed basis.

**DUTIES**

**Program Development**

1. Network with other community resources and agencies to identify unmet needs for survivors in the county and develop and/or enhance services/options available for survivors.
2. Maintain an evaluation tool and process to assess effectiveness of service and compliance with program objectives; identify unmet/emerging needs and develop recommendations.

**Direct Service/Advocacy**

1. Conduct initial intake with sexual assault survivors entering the program.
2. Provide non-judgmental, empathetic, supportive advocacy and crisis intervention for primary and secondary survivors of sexual assault.
3. Provide crisis intervention, ongoing crisis support, services and counseling to survivors.
4. Provide individual and group therapy for primary and secondary survivors of sexual assault.
5. Facilitate contact with other agencies on behalf of participants; accompany participants to meetings and appointments as needed/requested.
6. Provide and/or arrange for emergency transportation and other services as needed and as safety allows.

**Education and Outreach Responsibilities include:**

1. Provide information to community agencies addressing sexual assault, stalking, and dating violence services provided.
2. Network with appropriate community groups and organizations.
3. Provide information about Women's Center services to survivors identified through law enforcement contact/police reports.
4. Conduct community outreach through flyer distribution, individual agency contacts and other strategies.

5. Travel to and from main office in Marquette to satellite offices in Gwinn, Ishpeming and Munising to meet with survivors.

**Systems Change**

1. Collaboration with community resources (e.g., law enforcement, court systems, social services, etc.) to ensure sexual assault service availability for survivors.

**General**

1. Maintain a professional, confidential, non-judgmental relationship with all clients.
2. Maintain client files that ensure confidentiality.
3. Interact in a professional, cooperative manner with other staff and volunteers. Attendance and participation are required at all staff meetings.
4. Complete tasks as assigned by the Sexual Assault Program Coordinator within the time frame established.
5. Submit any proposed change in your work description or conditions to the Sexual Assault Program Coordinator.
6. Attend trainings and continuing education activities as assigned.
7. Perform related duties as assigned.
8. Work in a safe manner being aware of personal safety and the safety of others.
9. Responsible for observing safety, health and sanitation code.

**EDUCATION/TRAINING REQUIREMENTS:**

1. Licensed Master Social Worker or Limited License Master of Social Work or equivalent.
2. CADC preferred.
3. Good understanding/demonstrated skills regarding sexual assault.
4. A good understanding of a confidential therapeutic advocacy relationship.

**This position is required to:**

1. Complete the MDSVTB funded New Service Provider Training coordinated by MCEDSV.
2. Consent to a Criminal Background Check.
3. Provide proof of completion of First Aid and CPR Training within first year of employment, and remain current in certification.
4. Maintain a good driving record and carry liability insurance for passengers in personal vehicle.
5. Provide proof of vehicle insurance.
6. Have access to a car during scheduled work hours.
7. Reply to emails and answer phone messages within 24 business hours of receipt.
8. Must have a bank account for direct deposit of paychecks.

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Employee Name

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Employee Signature and Date

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Supervisor Name

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Supervisor Signature and Date