

**YWCA OF GREATER FLINT**  
**JOB DESCRIPTION**

POSITION TITLE: Sexual Assault Response Team (SART) Coordinator  
DEPARTMENT: Domestic Violence/Sexual Assault Services (DVSAS)  
FULL TIME/PART TIME: Full Time (40 hours/week)

**Mission Statement:**

The YWCA of Greater Flint is dedicated to eliminating racism, empowering women and promoting peace, justice, freedom and dignity for all.

**Core Values:**

The YWCA has an expectation that each employee aligns with these core values: 1.) Dedicated; 2.) Assertive Advocate; 3.) Consistently Compassionate; 4.) Demonstrated Leader

**Position Summary:**

The Sexual Assault Response Team (SART) Coordinator provides leadership and coordination of the development and activities of county-specific Sexual Assault Response Team (SART) for Genesee County. A SART is a multidisciplinary, interagency collaboration that unites its members in a coordinated victim-centered approach to providing specialized sexual assault intervention services to the community. The position assists with ensuring collaboration between all agency members of the SART. The SART Coordinator is responsible for expanding existing services as feasible.

**Responsibilities:**

- Coordinate effective interagency collaboration to generate a coordinated response team to meet the needs of sexual assault survivors.
- Staff the community SART program and its activities, including planning and conducting monthly SART meetings.
- Maintain regular communication with SART members to ensure consistent participation in SART activities.
- Coordinate SART trainings and assist, if necessary, with the coordination of medical forensic exam training.
- Provide leadership and facilitation in the development and implementation of SART policies and protocols.
- Attend required trainings for all local coordinators and maintain communications with other SART coordinators around the state.
- Collect and report data as required by funders.

**Qualifications:**

- Bachelor degree in social service field
- Experience with sexual assault response and knowledge of SART best practices preferred.
- Ability to communicate effectively, problem solve, and work well with people from diverse backgrounds.
- Must be able to work independently.
- Flexible hours, e.g. some evenings and weekends