



Trauma Care Network Coordinator –Part Time (.75FTE) Position Description

The Orange County Rape Crisis Center's mission is to stop sexual violence and its impact through support, education, and advocacy. We envision a just and equitable world free of sexual violence and all other forms of oppression. Our values include professionalism, excellence, accessibility, social justice, community involvement, self-care, and empowerment.

The **Trauma Care Network Coordinator** position is considered part time non-exempt in accordance with the Fair Labor Standards Act at 30 hours per week. The position requires regular hours as well as frequent evenings, on call shifts, and weekends.

Responsibilities:

1. Serve as the primary coordinator for the new Trauma Care Network, engaging local therapists to provide pro bono and sliding scale services to survivors of sexual violence in the Orange County, NC area.
2. Work with Client Services Director to craft MOU's, quality assurance metrics, and incentive structure to form the structural basis of the Trauma Care Network.
3. Identify, screen and recruit providers to join the Trauma Care Network.
4. Create and maintain an internal referral database including provider profiles to be used for client referrals.
5. Work with Clinical Case Manager to assist with referrals for clients.
6. Maintain ongoing positive communication with Trauma Care Network members to identify and respond to their needs and interests as they relate to improving trauma-care competency.
7. Work with local accrediting boards and training programs to identify and coordinate professional development opportunities for Trauma Care Network members.
8. Coordinate case consultation and networking opportunities for Trauma Care Network members.
9. Coordinate regular quality assurance assessments via client satisfaction surveys and provider process evaluation of referrals.
10. Assist the Executive Director with regular reporting to funding partners, including statistical and qualitative reporting.

11. *General Responsibilities*

- Maintain appropriate, timely, and well-organized programmatic records.
- Work as a team member with other staff members and volunteers in order to achieve the mission of the Center, including providing direct client services, community outreach programs, special event assistance, and professional training when needed.
- Complete all relevant tasks and trainings as required by the Client Services Director.
- Maintain appropriate standards of confidentiality.

Qualifications Required:

1. Bachelor's degree in human services or a related field or equivalent experience.
2. Demonstrated effectiveness in communicating ideas clearly, both verbally and in writing.
3. Experience facilitating group processes.
4. Experience providing assistance to survivors of sexual violence.
5. Experience working with teams and building coalitions around issues, with a knowledge of empowerment- or strengths-based practice.
6. Demonstration of cultural awareness, sensitivity, and competency.
7. Experience working with people from diverse backgrounds.
8. Strong organizational and problem-solving skills.

Qualifications Preferred:

1. Clinical licensure in social work, counseling, or other therapy framework
2. Bilingual in English and Spanish.
3. Familiarity with community resources available for survivors of sexual violence.

Reports to: The Client Services Director of the Orange County Rape Crisis Center

Hiring Range: \$31,500- \$35,250

Benefits: Health, life, and dental insurance and a generous vacation and sick leave package

The Orange County Rape Crisis Center is committed to fostering the leadership of people of color, Native people, immigrants and refugees, low-income people, LGBTQ+ and trans people, people with disabilities, survivors of sexual and/or domestic violence, and people living in the many intersections of these experiences. We strongly encourage people from these communities to apply and will not discriminate on the basis of race, ethnicity, color, socioeconomic class, gender identity, gender expression, sexual orientation, sex, religion, disability status, citizenship status, age, veteran status, or national origin.