



IowaCASA Training Specialist

Position Summary

The Iowa Coalition Against Sexual Assault (IowaCASA) is seeking an experienced training professional to join our dedicated and passionate team. The position will work collaboratively in a team to develop and implement training materials for and provide training to comprehensive sexual assault programs and other organizations providing services and support to sexual violence survivors. This position requires excellent verbal and written communication skills, ability to convey information effectively to adult learners, and a commitment to ending sexual violence.

Qualifications

Candidates should possess:

- Minimum three years of experience providing training and/or community organizing in a community based agency, with at least one year focused on sexual and/or domestic violence topics.
- Knowledge of issues related to sexual assault intervention and prevention as well as rape crisis center standards and operations.
- Familiarity with or ability to learn Adobe Creative Suite software, such as InDesign and Photoshop, and Moodle Learning Management System.
- Excellent oral and written communication, organization, and time management skills.
- Experience delivering oral presentations to diverse professionals and audiences.
- Ability to manage multiple projects at one time, work independently and with a team, and meet deadlines.
- Demonstrated sensitivity to and knowledge of issues involved in working with diverse populations and organizations. Experience in developing programs in response to diverse needs.
- Commitment to anti-racism and social justice values, ethics, and work.
- Accept and abide by the mission and philosophy of IowaCASA.

Responsibilities

- Collaborate the development and delivery of IowaCASA training curricula and materials including in-person training, webinars, and teleconferences.
- Work with the training and technical assistance team to maintain up-to-date content in online learning management system.
- Provide training to victim advocates, allied professionals, and the community at large through an anti-oppression frame work.
- Work collaboratively with member programs and allied professionals to reduce barriers to providing services for sexual assault survivors.
- Facilitate the creation of innovative service models and programming.



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- Identify and disseminate research and materials that will assist those working with sexual assault survivors to adhere to best practices and answer technical assistance needs.
- Conduct follow-up evaluation to assess effectiveness of information provided.
- Assist with grant management and reporting as requested.
- Complete all appropriate documentation and tracking paperwork.
- Participate in project and agency staff meetings, and board and networking meetings as requested.
- Actively participate in anti-racism, social justice, and anti-oppression work of the coalition.

Status: Exempt

Hours per week: Full-Time

Minimum Starting Salary: \$47,500

Position reports to: IowaCASA Associate Director

Other requirements: Requires extensive statewide travel and occasional national travel. Proof of valid driver's license, acceptable driving record, and auto insurance required; or ability to use alternate transportation. This position is located in Des Moines, Iowa.

Benefits: Health, dental, life, and disability insurance are offered under a group plan. Retirement plan is available. Flexible hours, paid holidays, sick leave, and vacation.

The above statements are intended to describe the general nature and level of the work being performed by the individual(s) assigned to the position. This is not an exhaustive list of all duties and responsibilities. IowaCASA management reserves the right to amend and change responsibilities to meet business and organizational needs as necessary.

Additional Information: The Iowa Coalition Against Sexual Assault is a vibrant organization working to unite people and organizations to promote a society free from sexual violence and to meet the diverse needs of survivors. IowaCASA is a progressive organization, and works towards goals that will improve the well-being of survivors in many aspects of their lives. We support disenfranchised groups and actively work on anti-racist initiatives. IowaCASA is a small, statewide non-profit organization that provides a friendly, fast-paced work environment.

IowaCASA's continuing success depends upon the qualifications of the individuals the agency employs. IowaCASA is an equal opportunity employer. In accordance with state and federal law or local ordinance, the agency will ensure that the following personnel



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matters will be administered without regard to age, race, creed, color, sex, sexual orientation, gender identity, national origin, religion, or disability.

Application Instructions: To apply, please send resume, cover letter, and writing sample to kerri@iowacasa.org. Position is open until filled with applications received before June 18 given priority. No phone calls or hand deliveries. Email inquiries only.