

## **JOB DESCRIPTION**

### **PREA (Prison Rape Elimination Act) Outreach Director**

**General Nature of Position:** The PREA Outreach Director is responsible for developing an initiative, in collaboration with member programs, correctional agencies, and detention agencies/facilities, that strengthens coordination between PREA staff, rape crisis centers, local law enforcement, SANE, and medical personnel to improve the response to sexual violence in correctional facilities. The overall project goal is to expand the options for incarcerated survivors in New York State and ensure rape crisis centers are equipped to serve survivors in all agencies covered under PREA. This position will have a significant amount of travel. This is a full-time, exempt position.

Reports to: Senior Director of Collaboration and Training

#### **Specific Duties:**

- Identify Best Practices—
  - Research, in conjunction with rape crisis centers and correctional agencies, existing best practices and tools regarding PREA to support development or enhancement of policies and practices in New York State with respect to improving access to rape crisis and emotional support services for incarcerated victims of sexual abuse.
  - Conduct outreach to community-based agencies already doing excellent work regarding incarcerated survivors or PREA to help inform project activities.
  - Talk with current PREA Centers (rape crisis programs) to see what's working and what needs improvement.
  - Assess current PREA project.
  - Deliver an assessment of the sustainability of the project along with suggestions to ensure the sustainability of the project both locally and statewide.
  - Assist service providers in establishing MOUs with correctional agencies/facilities.
  
- Engage in System Advocacy—
  - Review and give feedback to rape crisis centers and correctional agencies regarding any existing or proposed policies.
  - Review and give feedback to other service providers regarding existing or proposed organizational and/or institutional policies and practices that impact response and services to victims of sexual violence in correctional facilities.
  - Work with representatives from traditionally marginalized groups to ensure policies and materials are inclusive of all people.
  
- Provide Training and Technical Assistance—
  - Work in collaboration with DOCCS to establish, develop, and maintain a program focused on technical assistance, resources, training, and prevention planning that strengthen sexual assault services for incarcerated victims.

- Plan and provide trainings regarding sexual violence, prevention, confidentiality, and PREA standards.
  - Increase multidisciplinary professionals' knowledge of effective responses to sexual violence in correctional facilities, including addressing the needs of specialized populations (e.g., youth, LGBTI, mentally ill, developmentally disabled).
  - Respond to technical assistance and consultation requests regarding PREA from rape crisis victim advocates, allied professionals, and others via phone, email, in-person, and/or other avenues.
  - Proactively provide ongoing technical assistance and related information and resources.
- Promote Collaboration—
    - Conduct outreach and coordination with community-based agencies' local rape crisis programs.
    - In collaboration with the rape crisis programs, effectively engage multidisciplinary teams regarding PREA.
    - Plan, convene, facilitate, and/or attend meetings to develop collaborations to establish or strengthen Sexual Assault Response Teams (SARTs) specifically to address PREA.
- Other PREA-Specific Support Services—
    - Maintain regular communication with PREA Centers, DOCCS, OVS, and other project partners through check-in calls, meetings, and written communications.
    - Reply to, and forward as needed, letters from incarcerated people.\*
    - Establish and develop a social media presence for NYSCASA's PREA project.
    - Regularly update PREA project content on NYSCASA's website.
    - Support fulfillment of grant expectations.
- Other Activities—
    - Represent NYSCASA on committees, meetings, community events, conferences, and listservs.
    - Complete required reports.
    - Participate in professional development.
    - Attend NYSCASA meetings.
    - Assist with NYSCASA's annual conference and any other events.
    - Perform other duties as assigned by the Director of Collaborative Services and Training.

*\* People incarcerated in New York can write to NYSCASA's PREA Outreach Director for referral to a service provider or to the Office of Special Investigations to make a report. PREA related letters are treated as Privileged Communication (legal mail). See Just Detention International's "Hope for Healing: An Advocate's Guide to Helping Survivors of Sexual Abuse in Detention" for further information.*

**Starting Salary:** \$44,416

**Preferred Qualifications:** Associate or higher degree and/or 3-5 years of relevant experience with PREA (Prison Rape Elimination Act) and/or victim services. Skills in training and team building. Strong communication, organizational, and writing skills. Commitment to and understanding of addressing sexual violence, anti-oppression work, and other social justice issues. Valid driver's license.