Position Title: Educator, Sexual Violence Prevention
Department: Student Services
Reports to (title): Director, Sexual Violence Support & Prevention Office
Reports to (position #): 00121911
Employee Group: APSA
Grade: 010

POSITION SUMMARY

The Educator, Sexual Violence Prevention, works collaboratively with campus stakeholders to conceptualize, design, develop, implement, deliver, and evaluate comprehensive response and prevention programming for students, staff, and faculty. As a member of a cross-functional team, the Educator liaises with Student Services, Human Resources, Faculty Relations, and Safety and Risk Services to ensure programs meet institutional objectives for sexual violence education. The Educator liaises with other post-secondary institutions, with emphasis on the research universities of British Columbia to share best-practices and to collaborate and lead joint program development. The Educator markets programming and services to students, faculty, and staff, and establishes and maintains relationships with student and special interest groups, university departments, and community organizations.

DUTIES AND RESPONSIBILITIES

1. Ensures programs meet institutional objectives for sexual violence education by:
   - customizing programs based on various audiences and sub-populations in order to effectively communicate SFU’s key messages relating to sexual violence prevention.
   - developing programs that involve various instructional methods, including traditional in-person curriculum and workshops, on-line pedagogy, videos, social media and print.
   - determining instructional models, and delivery and program design by developing and modifying learning outcomes; developing curricular content in collaboration with other subject-matter experts, and aligning assessment with learning outcomes.
   - working with campus stakeholders (e.g., Student Services, Human Resources, Faculty Relations, University Communications, and others) on long range strategic planning and to determine short and medium-term operational plans for sexual violence prevention and response programming.
   - conducting population needs assessments and analyzes assumptions about learning and personal development and sexual violence prevention programming needs.
   - identifying emerging trends and promising practice in sexual violence education.
   - working with campus stakeholders to deliver coordinated education programming across SFU’s three campuses.
   - coordinating the evaluation of sexual violence education programming.

2. Improves sexual violence education, support, and prevention within the SFU community by:
   - designing and developing professional development initiatives for staff in the Sexual Violence Support and Prevention Office as well as for others delivering sexual violence prevention programming.
   - marketing programs and opportunities to campus stakeholder groups. Initiates contacts, solicits and develops local community partnerships, develops web, print, video, and social-media materials; participates in SFU community events, and consulting with campus groups to promote sexual violence education and prevention.
   - working with campus departments to join sexual violence communication with the department’s own communications strategies and messaging while maintaining a cohesive look and feel in line with the sexual violence support and prevention design standards.
   - conceptualizing, developing, implementing, and evaluating campus wide outreach events on all three campuses, engaging the SFU community in the conversation of sexual violence education, support, and prevention.
   - working with colleagues at other British Columbia and Canadian post-secondary institutions to coordinate across-institution outreach and education programming.

3. Carries out associated administrative responsibilities by:
   - oversees the recruitment, selection, training and management of student peer education group(s).
   - providing ongoing recruitment for community led engagement with the topic of sexual violence and misconduct including student outreach, survivor focused workshops and events, and restorative education.
   - overseeing the program and event budgets.
IMPACT OF DECISION MAKING

The Coordinator of Sexual Violence Education is responsible for
• developing goals and objectives for initiatives/programs
• creating program plans, activities, and evaluation strategy for initiatives/programs
• determining appropriate strategies for initiatives/programs
• determining strategies to initiate and manage relationships with SFU community members and representatives of external community based organizations
• decisions on budget expenditures for initiatives/programs within an established budget envelope.

RELATIONSHIPS

Establishes and maintains relationships and alliances. Maintains effective communication. Shares information and readily determines to whom to go for relevant information. Seeks referrals from others with relevant expertise and influence. Partners with others to achieve expectations.

QUALIFICATIONS

Master’s degree in Education or Gender/Women’s Studies and five years of related experience in program development and evaluation, and experience managing youth and adult volunteers, or an equivalent combination of education, training, and experience. Knowledge of intersectional, feminist, anti-oppressive and anti-racist practices relating to sexual, intimate, and family violence. Excellent knowledge of best practices in sexual violence education including traditional instruction, on-line pedagogy, video, social media, web, and print. This includes a strong understanding of program efficacy in sexual violence prevention. Excellent knowledge of differential impacts of trauma caused by sexual, intimate, and family violence on diverse community members
Excellent knowledge of survivor centered and trauma informed professional practice
Knowledge of intersectional, feminist, anti-oppressive and anti-racist practices relating to sexual, intimate and family violence
Knowledge of relevant BC legislation including the University Act, Human Rights Code, and Sexual Violence and Misconduct Policy Act
Knowledge of risk and threat assessment in community, family and post-secondary settings
Knowledge of local community based resources
Excellent interpersonal and communication skills
Excellent supervisory and volunteer management skills.
Excellent conflict-resolution, interpersonal, client relationship, and communication skills (oral, written, and presentation).
Excellent team management and leadership skills.
Excellent project management skills including budget administration and human resource management.
Ability to develop, implement, and evaluate sexual violence response and prevention education that recognizes the diversity of experiences for survivors based on gender identity, sexuality, race, age, class, family status, disability, Indigeneity, immigration status, language, religion, national or ethnic origin, and intersecting identities
Ability to engage and build rapport with various stakeholders and members of the university community
Ability to flexible hours including evenings and weekends.
Proficient in the use of standard office applications, learning management systems, desktop publishing and content management systems (e.g., MS Office, CANVAS, AEM)