

**Education, Outreach and Advocacy Graduate Assistantship**  
(1 position: 20 hours/week)

Under the general supervision of the Program Coordinator/Lead Advocate of Sexual Assault and Violence Intervention & Prevention (SAVIP), the incumbent will be responsible for planning, implementing, and evaluating comprehensive interpersonal violence prevention programs for the University community. The job duties for this position include, but are not limited to, the following:

Essential Functions:

- Provide advocacy and crisis intervention services to clients affected by interpersonal violence which includes in-office advocacy and participating as a member of the SAVIP on-call team (SAVIP staff are typically on call 7-9 days/month; on call hours are 5:00pm – 8:00am M-F and 5:00pm Friday - 8:00am Monday morning).
- Coordinate and facilitate various workshops around interpersonal violence, consent, healthy relationships, etc.
- Assist with planning and participating in primary prevention campaigns for Relationship Violence Awareness Month, Stalking Awareness Month, Sexual Assault Awareness Month, etc.
- Assist with preparing and editing survivor resource materials and clinical documents
- Assist in implementation of the Hero Awards
- Submit monthly report of activities to Associate Director

Other Office Duties:

- Coordinate campus-wide awareness campaigns as assigned to include social media campaigns and tabling on Greene Street
- Develop and foster working relationships with campus partners such as Campus Wellness; University Housing; University 101; Substance Abuse Prevention & Education; Multicultural Student Affairs; LGBT student groups; Fraternity and Sorority Life; and International Student Services
- SAVIP office: Provide administrative coverage (e.g. answer phones, assist walk-in clients) as needed
- Assist with data entry

**Skill Requirements:**

- Ability to maintain confidentiality in working with and advocating for clients
- Ability to serve in an on call capacity which includes being available to respond to crisis calls and calls that require hospital and law enforcement agency response after hours (5:00pm-8:00am, M-F; 5:00pm Friday – 8:00am Monday)
- Interest in and awareness of interpersonal violence issues; knowledge of intersectionality, feminist and social justice theories preferred
- Strong interpersonal, programming, public speaking, and organizational skills
- Ability to mentor, lead, and inspire college-aged young adults and/or faculty/staff
- Intermediate knowledge of basic Microsoft Office programs, including Word, PowerPoint, and Excel
- Effective oral and written communication skills
- Ability to work with diverse populations
- Professionalism and attention to detail
- Ability to work without constant supervision
- Ability to work cooperatively and collaboratively with team members

**Additional Expectations:**

This position requires occasional evening and weekend work to include responding to calls after hours and facilitating presentations and workshops to student groups.

**Stipend and Dates of Employment:**

- This position provides in-state tuition rates and an academic year stipend.
- This position is for one academic year, including fall and spring semesters. The start date for this position is August 6, 2018 and the end date is May 8, 2019. For more information about Student Health Services and Campus Wellness programs visit the web: <http://www.sa.sc.edu/shs>

**To apply for this position, please submit the online application, a statement of interest (300-500 words), and your current resume/CV to Jo Sperry, Lead Advocate [sperryj@mailbox.sc.edu](mailto:sperryj@mailbox.sc.edu). The deadline for application is July 19, 2018.**

*Training and education will be provided to the incumbent. For more information, contact Steven Jandl, SAVIP Administrative Assistant, at (803) 777-8248 or [jandls@mailbox.sc.edu](mailto:jandls@mailbox.sc.edu).*