

**Contact of Burlington County**  
**JOB DESCRIPTION:**  
**Sexual Assault Services**  
**Prevention Lead Coordinator**

Responsible for working closely with the Prevention Coordinator and Sexual Assault Services Director to provide primary prevention education in Burlington County communities, school districts or professional groups.

- Reports to the Sexual Assault Services Director
- Responsible for supervision of Prevention Staff
- Responsible for the development and implementation of sexual assault prevention education programs
- Markets the prevention education programs to community groups and school districts in Burlington County
- Prepares training outlines, secures speakers and organizes training materials
- Provides presentations related to primary prevention of sexual violence and abuse and related topics
- Administers feedback mechanism provided by state to monitor the effectiveness of the presentations and responsible for keeping accurate statistics of feedback
- Collaborate with New Jersey Coalition Against Sexual Assault (NJCASA) program members on primary prevention initiative
- Develops and maintains collaborative relationships with other professionals and organizations through coalition building
- Attends relevant trainings and workshops
- Completes monthly, quarterly and annual statistics pertaining to outreach program
- Miscellaneous job related duties not detailed

**Job Requirements:** A Bachelor's degree in psychology, social work or allied field or comparative work experience. Completion of NJ Sexual Assault Advocate Training or equivalent is required prior to or upon hiring for position. Understanding of anti-oppressive framework and its intersection with sexual violence. Familiarity with community mobilization and coalition building and a willingness to collaborate with diverse populations. Experience in or comfort with public speaking. Ability to maintain and respect confidentiality. An ability to maintain a flexible work schedule. Sincere interest in the issue of sexual violence prevention. Must have regular email and cell phone access, reliable transportation and must live in close proximity to Burlington County, New Jersey.

**Interested? Please send cover letter and resume to**  
[\*\*jallen@contactburlco.org\*\*](mailto:jallen@contactburlco.org)

