

**SUNRISE OF PASCO COUNTY**  
***Job Description***

**POSITION TITLE:** Community Prevention Facilitator

**REPORTS TO:** Community Prevention Coordinator

**POSITION OVERVIEW:** Responsible for the implementation of the Rape Prevention Education - Expanding Community Capacity to End Sexual Violence (RPE) grant and activities on Saint Leo University campus. Goal is to increase awareness of sexual violence prevention to the college community. This position is a 40 hour full time position.

**RELATIONSHIPS:** May work with interns or volunteers within the Community Prevention Program. Interact with University entities and constituents. Interacts with other staff and provides referrals for counseling services.

**PRIMARY FUNCTIONS:**

- Implements Green Dot Strategy training to campus community
- Assist with campus community evaluations:
  - Development of climate survey
  - Hot spot mapping
  - Focus groups
- Compose, assist, and support the implementation of social marketing campaigns
- Assist with data collection for reporting needs
- Participate in the planning and implementation of special projects and community awareness events
- Function as a liaison between Sunrise and Saint Leo University
- Serve as a role model for the priority population and exemplifies RPE in all capacities.
- Attend internal and external meetings and provides trainings as indicated
- Other duties as assigned by Community Prevention Coordinator

**SECONDARY FUNCTIONS:**

- Assist in the training of volunteers working within this program.
- Provide referral(s) for survivors when needed.
- Provide phone coverage as needed.
- Participate in community education/awareness events.
- Participate in agency committees.
- Must be able to work some evenings and weekends.

**PROHIBITED FUNCTIONS:**

- Does not respond to media requests unless specifically instructed to do so by CEO.

**QUALIFICATIONS AND SKILLS:**

- Bachelor's degree in education or human services preferred or equivalent experience.

- Knowledge and understanding of the issues surrounding sexual assault and victimization.
- Green Dot Violence Prevention Strategy training (preferred).
- Experience conducting presentations for small and large groups of professionals.
- Experience creating visually appealing marketing material through Canva, Adobe Photoshop, or other photo editing software.
- Knowledge of social media trends and platforms such as Facebook, Instagram, and Twitter.
- Ability to interact in a professional manner with members of other agencies.
- Ability to function independently and as a team member.
- Willing to use own vehicle for travel.
- Must pass screening by FDLE and Pasco County Sheriff's Office.
- Valid Florida driver's license and automobile insurance.
- Must be able to work with a culturally diverse community with sensitivity and professionalism.

I acknowledge that I have read, understand, and will comply with the above job description and that I have received a copy of same.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chief Financial Officer

\_\_\_\_\_  
Date