



## Maine Coalition Against Sexual Assault Position Description

**POSITION TITLE:** Mental Health Systems Coordinator

**MECASA MISSION:** The Maine Coalition Against Sexual Assault is organized to end sexual violence and to support high quality sexual violence prevention and response within Maine communities.

**POSITION OBJECTIVE:** The Mental Health Systems Coordinator is charged with increasing access to mental health services for children and adults impacted by sexual violence through statewide program development and training.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

#### Program Development

- Engage in a needs assessment of mental health access for CAC (Children’s Advocacy Center) and SASC (Sexual Assault Support Center) clients
- Work with stakeholders and members to develop a plan to increase access to mental health services for clients
- Develop tools to support and evaluate clinicians providing services to survivors and family members
- Seek and obtain funding to support sustainable access to mental health programming

#### Training for Providers

- Coordinate training for mental health practitioners on working with victims of sexual violence and the impacts of trauma
- Coordinate training for sexual assault center and children’s advocacy center staff on connecting clients with mental health practitioners

#### Evaluation

- Monitor outcomes related to mental health tracked by CACs and use data to inform changes to programming

#### Other

- Complete other tasks as necessary to carry out MECASA’s mission and work
- Adhere to the philosophy and policies of the Maine Coalition Against Sexual Assault

### **QUALIFICATIONS:**

- Awareness of and sensitivity to issues of sexual victimization

- Strong program design skills
- Contribute to positive relationships with team and partners through:
  - Engaging in direct, honest, and respectful communication including sharing feedback
  - Checking our assumptions, seek to understand
  - Being reliable
  - Collaborating informally and formally
  - Being flexible
  - Being aware of and responsive to, the communicated and observed needs, capacity, and circumstances of others
- Work independently, while knowing when to engage team members
- Acknowledge that we will make mistakes and will learn from them
- Intentionally seek, receive, and integrate the input of others
- Meet our programmatic goals effectively and efficiently including through:
  - Thoughtful time management practices
  - Careful writing and editing
  - Fluency with technology
  - Excellent training, presentation, and facilitation skills
- Active prioritization of short and long term projects and activities
- Communicate effectively in all settings through knowing your audience and role and engaging in clear messaging
- Clinical or mental health background preferred

**ACCOUNTABILITY:** Accountable to the Director of Program Planning and Performance