

Job Announcement Number

NE-11967940-TR-23-022

Overview

Job Title	SEXUAL ASSAULT PREVENTION AND RESPONSE COORDINATOR (SA)	Department	Department of the Army
Agency	Army National Guard Units	Hiring Organization	N/A
Open & Closing Dates	05/12/2023 to 05/26/2023	Application Count	N/A
Salary	\$82,830.00 to \$107,680.00 Per Year	Pay Scale & Grade	GS-12
Locations	Lincoln, Nebraska	Remote Job	No
Telework Eligible	Yes - as determined by the agency policy.	Travel Required	Occasional travel - You may be expected to travel for this position.
Relocation Expenses Reimbursed	No	Appointment Type	Temporary Promotion; 1 year
Work Schedule	Full-time	Service	Excepted
Promotion Potential	None	Job Family (Series)	0101 - Social Science
Supervisory Status	No	Security Clearance	Secret
Drug Test	Yes	Position Sensitivity And Risk	Noncritical-Sensitive (NCS)/Moderate Risk
Trust Determination Process	National security		

Summary

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THIS IS A TITLE 5 EXCEPTED SERVICE POSITION WITH THE NEBRASKA AIR NATIONAL GUARD.

This National Guard position is for a SEXUAL ASSAULT PREVENTION AND RESPONSE COORDINATOR (SAR WF), Position Description Number T0070000 and is part of JFHQ, Nebraska Army National Guard.

View Full PD#:

https://acpol2.army.mil/ako/fasclass/search_fs/search_fs_output.asp?ccpo=NG&jobNum=T0070000&id=1009016

Learn More About This Agency

Marketing Message

The National Guard is the oldest component of the Armed Forces of the United States. Since the earliest American colonial days, citizens have joined together for collective defense. We have a proud tradition of coming to the aid of our friends and neighbors in times of serious emergencies. Join our National Guard team and serve your nation, your states and your community!

Marketing Link

<http://ne.ng.mil/Pages/Home.aspx>

This Job Is Open To

Hiring Paths

Internal to an agency - appears on USAJOBS

Hiring Paths Clarification Text

TITLE 5 EXCEPTED SERVICE POSITION OPEN TO ON BOARD TITLE 5 ONLY

Videos

Marketing Video Link 1

N/A

Marketing Video Link 2

N/A

Duties

Duties

As a SEXUAL ASSAULT PREVENTION AND RESPONSE COORDINATOR (SAR WF), GS-0101-12, duties include:

1. Serves as the BDE Sexual Assault Prevention and Response Coordinator (SARC) to comply with Department of Defense (DOD) and National Guard Bureau (NGB) requirements to institute and administer secondary prevention and support programs and activities for sexual assault and other areas of interpersonal violence and victim needs as directed by the BDE CDR. Establishes sexual assault reporting process and accomplishes documentation for the BDE program while coordinating and collaborating with the State SAPR and subsidiary BDE's within the State. Advises and provides direction to BDE personnel regarding SAPR policy, guidance, requirements, and processes. Serves as the BDE CDR's consultant and coordinator for sexual assault secondary prevention activities involving the institutionalization of respect and the Air/Army core values throughout the spectrum of human relations activities. Develops BDE plans (to include spend plan routed to the State SAPR for approval), programs, and guidelines. Executes budget geared to the BDE population and organization to address sexual assault prevention and response. Constructs and/or adjusts the BDE plans, milestones, and evaluation measures (including metrics) to garner success in meeting goals and objectives. Creates and implements a communication strategy to expand awareness and knowledge of reporting options for sexual assault at the BDE. Presents opportunities for command emphasis on core values and positive behavior. Evaluates procedures, results, relationships, and interactions to accomplish quality improvements and improve mission accomplishment. Seeks, analyzes, and documents input about the program and up channels recommendations for modifications to appropriate stakeholders including the BDE CDR and State SAPR PM. Recruits, screens, interviews, and coordinates appointment of full-time SAPR Victim Advocates (VAs). Assists Commanders to recruit, screen, interview, and coordinate appointment of Wing/Battalion collateral duty SAPR VAs. Deliver and/or arranges initial and ongoing training and continuing education units of full-time VAs and Wing/Battalion collateral duty VAs. Guarantees victim advocates are credentialed via DOD Sexual Assault Advocate Certification Program (D-SAACP). Assesses full-time VAs and Wing/Battalion collateral duty VAs level of knowledge and performance; conduct or coordinate additional training as needed. Confirms full time VAs and Wing/Battalion collateral duty VAs are knowledgeable in DOD and NGB SAPR policies, understand unauthorized disclosures of confidential communication, and requirement for sensitivity and protection of victim privacy. Coordinates with the State SAPR for performance related issues and concerns to include suspension and revocation of full-time VAs and Wing/Battalion collateral duty VAs credentials' as applicable and IAW DoD and NGB policy. Utilizes Defense Sexual Assault Incident Database (DSAID) for case management and accountability as required by DOD and NGB policy. Enters and manages all BDE SAPR incidents in DSAID IAW DOD and NGB policies and procedures. Ensures that final case disposition forms are completed and routed in accordance with current guidance prior to case closure. Establish BDE victim advocate recognition program.

2. Assesses the BDE need for the creation and/or modification of processes, procedures, contacts, and training necessary to carry out the program and meet DOD and NGB objectives. Assessments include consideration of complicating factors at the BDE to develop processes, procedures, and training that is effective for all parties. Implements secondary prevention programs relating to sexual assault. Assists individual commanders with addressing behaviors that lead to sexual assault through a comprehensive education and awareness program. Routinely stays abreast of state-of-the-art training materials, delivery methods, and activities to promote efficient and effective training. Consults on and coordinates activities in other areas of human relation needing secondary prevention efforts. Regularly evaluates the BDE sexual assault climate, programs, response capabilities, core values, and training needs. Conducts and/or assists commanders with accomplishment of mandatory annual SAPR training, commanders/leaders/supervisors, and pre/post deployment training of their unit personnel in accordance with applicable guidance. Delivers and communicates training, policy updates, and program changes for first responders. Serves as focal point for ongoing secondary prevention education and training for all Wing/Unit personnel, leadership, and all deploying personnel.

Performs other duties assigned.

FOR COMPREHENSIVE LIST OF DUTIES VIEW PD#:

https://acpol2.army.mil/ako/fasclass/search_fs/search_fs_output.asp?ccpo=NG&jobNum=T0070000&id=1009016

Requirements

Conditions Of Employment

Males born after 31 December 1959 must be registered for Selective Service.
Obtain/maintain the level of security clearance/background check required.
May be required to successfully complete a probationary period.
Direct Deposit is mandatory.

Qualifications

Security Clearance/Background Check requirements:

In order to comply with US DOD requirements and ensure the sArmyety and security of the missions, programs, property and personnel of the Nebraska Military Department, employees must obtain the appropriate background investigation and maintain the level of security clearance

assigned to their respective work.

Failure to obtain, within one year of appointment, and maintain the designated type of security clearance/background check required for the respective work may result in a job offer being rescinded, separations of employment, or other actions as may be deemed in the best interest of the agency.

Prior to appointment individuals must meet the security clearance requirements for the position or submit the required documents of the Nebraska National Guard, Personnel Security Manager for processing the appropriate investigation. Required forms: SF86, PSIP Initiation Form, Fingerprints, OF306 and Application/Resume.

Nebraska National Guard Information Security Specialist - jason.schroeder.10@us.Army.mil; 402-309-1129.

GENERAL EXPERIENCE: <h3>Basic Requirements

Degree: behavioral or social science; or related disciplines appropriate to the position. </h3>

or

Combination of education and experience that provided the applicant with knowledge of one or more of the behavioral or social sciences equivalent to a major in the field.

or

Four years of appropriate experience that demonstrated that the applicant has acquired knowledge of one or more of the behavioral or social sciences equivalent to a major in the field. **SPECIALIZED EXPERIENCE:** To qualify for the GS-0101-12 BDE SARC position, the applicant must have at least 24 months of military and/or civilian specialized working experiences, education, and training that resulted in competent and expert knowledge levels of the BDE SAPR program's principles and practices. Must have specialized experiences working with the Department of Defense (DOD) requirements, developing and managing prevention and support programs and activities for sexual assault; and other areas of interpersonal violence and victim needs. Skilled in performing consultant and coordinator duties that involved sexual assault prevention activities and training the Army core values (integrity, excellence and service before self) as related to human relations activities. Experienced in developing, planning, and publishing action plans, programs, guidelines, and budgets geared to the installation population and organization to address sexual assault prevention and response. Skilled in monitoring and reporting all BDE SAPR incidents into the Department of Defense Sexual Assault Incident Database (DSAID). Competent in assessing and reporting the ANG BDE SARC program's processes, procedures, contacts, and training necessary to carry out the program and meet DOD and Army objectives. Experienced in working, briefing, and publishing the BDE SARC program's plans, milestones, and evaluation measures, using valid and formal metrics that ensured success in meeting goals and objectives. Skilled and knowledgeable in developing and implementing communication strategies at the installation, that expanded awareness of sexual assault. Experienced in the Family Advocacy Office (FAP) work objectives and business programs that addressed and managed intimate partner violence. The applicant has a working knowledge of Equal Opportunity Office and experienced in addressing unlawful discrimination as it relates to the continuum of harm. Must have specialized experiences in completing SAPR procedures in regard to physical and/or psychological trauma of sexual assault and the investigative and legal aspects of adult military sexual assault. Knowledgeable of military organizations, mission impacts, military life-styles, civilian resources, and traumatic situations that may contribute to individual and interpersonal stress, working environment problems, or crisis. Experienced in managing or responding to crisis intervention for sexual assaults. Capable of professionally expressing oneself orally and in-writing. Specialized working experiences included interacting with diversified groups, individuals, and organizations. Experienced in developing, executing, and maintaining effective professional relationships; and, skilled in identifying potential problems and initiating problem-solving techniques. Experienced and competent in presenting formal and informal program briefings to senior leaders. Skilled in preparing written technical reports, briefings, and training plans for all levels of leadership that include data analysis, evaluation charts, training progress and coverage, with gap-analysis reviews. Competent to instruct and facilitate the training of SAPR programs. Skilled in performing and managing the administrative duties and tasks of the SAPR programs. Competent in developing specialized training materials with the ability to deliver effective interactive trainings. Experienced and knowledgeable in the sexual assault and domestic abuse prevention policies, regulations, and statutory requirements in the military or civilian sectors. Experienced in completing statistical trends analysis and reporting to NGB. Competent in understanding DSAID or similar data-bases. Meets Tier 3 screening requirements for access to the Defense Sexual Assault Incident Database (DSAID), or similar data-bases; and, experienced in complying with the rules for documenting cases within prescribed time frames. Experienced in maintaining confidentiality and processing restricted or unrestricted sexual assault medical Line of Duty (LOD) documentation. Experienced in screening, interviewing, training, and monitoring appointed or volunteer collateral duty Victim Advocates. Skilled in collaborating with military and civilian law enforcement and criminal investigative units and the Office of Special Investigation (OSI) to establish protocol and procedures that ensured 24-hour notification of a victim advocate in all incidents of alleged sexual assault, participation in sArmyety planning, and in the establishment and modification of sArmyety measures. Skilled and experienced in working complicating factors at the installation. Skilled in writing and coordinating Memorandums of Understanding (MOU) or Memorandums of Agreement (MOA) with appropriate authorities and community resources that established and ensured desirable standards of care for Army personnel seeking off-base support. Competent in collecting and maintaining up-to-date subject information and references to the various assistance organizations and experienced in publishing additional resources to the installation personnel. Experiences included continuous interfaces with local and state authorities, Joint Force Headquarters (JFHQ) SARCs, as well as with other Army Major Commands (MAJCOMs), as appropriate.

Education

All BDE SARC, GS-0101-12 applicants **must provide official transcripts from accredited universities or colleges.** College degree coursework and pertinent volunteer experience, in fields associated with the GS-0101 Series' social science program disciplines, are acceptable qualification elements only where it clearly provides applicants with the background education and competencies necessary for successful job performance such as, studies in the Sociology, Psychology, Social Welfare, Education, or Human Resources.

Degree: Successful completion of a full four-year course of study in an accredited college or university that resulted in a bachelor's or higher degree that included a major field of behavioral study or social science study or a related study discipline. Must have completed three years of progressively higher level graduate education leading to a PH.D. Degree or equivalent doctoral degree. In situations where the applicant's college transcripts did not indicate specific course requirements, the number of semester hours required to constitute a major field of study is the amount specified by the college or university attended. If the specific course requirements are not clarified, apply 24 hours of behavioral study, social science study, or a related study discipline as equivalent to a major field of study. The nature and quality of this required course work may serve as a prerequisite for more advanced studies in the field or subject-matter area. Related course work generally refers to courses that are accepted as part of the program major.

OR

Combining Education and Experience: An appropriate combination of education and experience generally requires that an applicant possess a core of educational credit in behavioral study, social science study, or a related study discipline; plus, additional education and/or experience.

The quality of the combination of education and experience **must demonstrate** that the applicant possesses the full range of competencies, knowledge, skills, abilities, and behaviors, required to perform GS-0101-12 BDE SARC occupation business. The combination must align and demonstrate factors and evidence that are directly comparable to a successfully completed four-year degree in a course of study with a major in behavioral study or social science study; or, in a course of study with a major in related study discipline. In addition to courses in the major discipline or related fields, a typical college degree will include courses that developed logic, analysis, writing, critical thinking, research, and statistics. These courses provided an applicant with skills and abilities sufficient to perform progressively more responsible work in the GS-0101-12 BDE SARC position. Therefore, creditable experience must have demonstrated similarly appropriate skills or abilities needed to perform the work of the occupation.

When combining education with experience, first determine the applicant's total qualifying education as a percentage of the education required for the grade level; then determine the applicant's experience as a percentage of the experience required for the grade level; finally, add the two percentages. The total percentage must equal at least 100 percent to qualify an applicant for the GS-0101-12 SARC position.

Additional Information

If you are a male applicant who was born after 12/31/1959 and are required to register under the Military Selective Service Act, the Defense Authorization Act of 1986 requires that you be registered or you are not eligible for appointment in this agency (<https://www.sss.gov/RegVer/wfRegistration.aspx>).

If you are unable to apply online or need to fax a document you do not have in electronic form, view the following link for information regarding an [Alternate Application](#).

CONDITIONS OF EMPLOYMENT & NOTES:

1. Must be able to obtain and maintain a Secret security clearance.
2. This position is covered by the Domestic Violence Misdemeanor Amendment (30 Sep 96) of the Gun Control Act (Lautenberg Amendment) of 1968. An individual convicted of a qualifying crime of domestic violence may not perform the duties of this position.
3. Ability to establish effective professional working relationships with coworkers and customers, contributing to a cooperative working environment and successful accomplishment of the mission.
4. May occasionally be required to work other than normal duty hours; overtime may be required.
5. May be required to travel by car, in military and/or commercial aircraft, and by other means of transportation as appropriate to perform temporary duty assignments.
6. This position is designated as Essential Personnel and may be subject to duty in preparation for, or in response to, a state emergency or disaster declaration. This designation will not exceed 14 calendar days per year unless otherwise approved in advance by the TAG.
7. Required to obtain and maintain receive the DoD mandated Defense Sexual Assault Advocate Credentialing Program (D-SAACP) certification and maintain certification through meeting annual continuing education training requirements.

Benefits Link

<https://www.abc.army.mil/>

How You Will Be Evaluated

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Once the announcement has closed, your resume and supporting documentation will be used to determine if you meet the qualifications listed on this announcement. Your answers to the assessment questionnaire will be verified against information provided in your resume and other supporting documentation. Be sure that your resume clearly supports your responses to all the questions addressing experience and education relevant to this position.

In describing your experience, please be clear and specific, we will not make assumptions regarding your experience. If, after reviewing your resume and supporting documentation, a determination is made that you have inflated your qualifications or experiences, your rating will be

adjusted or you may be excluded from consideration for this position.

NUMERIC CATEGORY:

Applicants who meet the basic qualification requirements will be placed in a numeric group based upon ranking factors such as knowledge, skills, abilities, and behaviors as reflected in their application package.

Numeric category ratings are:

Highly-Qualified: 90-100 points. To be highly-qualified, an applicant substantially exceeds the minimum qualifications of the position, including all selective placement factors and are fully competent to effectively perform all the job requirements in the position almost immediately with minimum training or orientation;

Well-Qualified: 80-89 points. To be well qualified, an applicant meets the minimum qualifications of the position and is proficient in most, but not all, of the requirements of the position. May require some training or orientation to satisfactorily perform the duties of the position;

Qualified: 70-79 points. To be qualified, an applicant meets the minimum qualifications of the position and is proficient in some, but not all, of the position's requirements. Will require extensive training or orientation to satisfactorily perform the duties of the position.

Veterans' Preference:

Assessed applicants are placed in the appropriate numeric category and ranked according to preference eligibility and non-preference eligibility. All qualified preference eligibles are placed ahead of non-preference eligibles within their numeric category.

Read more on Veterans' Preference at: <https://www.opm.gov/policy-data-oversight/veterans-services/vet-guide-for-hr-professionals/#2>

Your qualifications will be evaluated against general and specialized experience under the "Qualifications" section and against the following competencies (knowledge, skills, abilities and other characteristics):

Communications, Integration, Outreach & Collaboration, Managing Human Resources, Program Management, and Psychology

To preview the assessment questionnaire, please use the following link: <https://apply.usastaffing.gov/ViewQuestionnaire/11967940>

Required Documents

Required Documents

To apply for this position, you must submit a complete Application Package which includes:

1. Your **resume** showing work schedule, hours worked per week, dates (format should include Month and Year) of employment and duties performed.

Use this link for [Resume Tips](#).

2. **Other supporting documents (optional)**

- Cover Letter
- DD-214 (Required for Veterans' Preference)
- Other
- Other Veterans Document
- SF-50
- Transcript

How To Apply

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To apply for this position, you must complete the online application and submit the documentation specified in the Required Documents section below.

A complete application package must be submitted by 11:59 PM (Eastern) on the closing date of the announcement to receive consideration.

To begin, click **Apply** to access the online application. You will need to be logged into your USAJOBS account to apply. If you do not have a USAJOBS account, you will need to create one before beginning the application.

Follow the prompts to **select your resume and/or other supporting documents** to be included with your application package. You will have the opportunity to upload additional documents to include in your application before it is submitted. Your uploaded documents may take several hours to clear the virus scan process.

After acknowledging you have reviewed your application package, complete the Include Personal Information section as you deem appropriate and **click to continue with the application process**.

You will be taken to the online application which you must complete in order to apply for the position. Complete the online application, verify the required documentation is included with your application package, and submit the application.

To verify the status of your application, log into your USAJOBS account (<https://my.usajobs.gov/Account/Login>), all of your applications will appear on the Welcome screen. The Application Status will appear along with the date your application was last updated. For information on what each Application Status means, visit: <https://www.usajobs.gov/Help/how-to/application/status/>.

Agency Contact Information

Questions About This job

Jon Sronce
Phone: 402-309-8173
Email: jon.c.sronce.civ@army.mil

Agency Information

NE JFHQ Army
2433 NW 24th Street
Lincoln, NE 68524

Next Steps

Once your online application is submitted you will receive a confirmation notification by email. Your application will be evaluated by the Human Resources Office to determine your eligibility for the position. After the evaluation is complete, you will receive another notification regarding the status of your application.

Applicants will be referred in the following order:

1. Highly-Qualified Preference Eligibles
2. Highly-Qualified Non-Preference Eligibles
3. Well-Qualified Preference Eligibles
4. Well-Qualified Non-Preference Eligibles
5. Qualified Preference Eligibles
6. Qualified Non-Preference Eligibles

Release URL

Release URL

<https://www.usajobs.gov/GetJob/ViewDetails/725775500>