

SDI 88C0

SEXUAL ASSAULT RESPONSE COORDINATOR (SARC)
(Established 30 Apr 20)

1. Special Duty Summary. Manages installation Sexual Assault Prevention and Response (SAPR) program. Develops and manages prevention and support programs and activities for SAPR programs.

2. Duties & Responsibilities:

- 2.1. Oversees installation's SAPR program. Manages plans, budgets, and guidelines, and tailors to installation's needs in order to execute the program and meet by-law requirements as well as DoD and Air Force objectives.
- 2.2. Assists all personnel and ensures that all victims are treated in a dignified, respectful, and considerate manner. Publicizes and advertises reporting procedures for sexual assault.
- 2.3. Ensures availability of trained volunteer victim advocates 24 hours each day, 365 days a year. Recruits, screens, interviews, selects, manages and evaluates volunteer victim advocates. Ensures that volunteer victim advocates are thoroughly knowledgeable in DoD and Air Force policy on confidential disclosure and privacy regulations and guidelines. Assigns victim advocates to reported sexual assault cases.
- 2.4. Liaises with installation level Security Forces, Office of Special Investigation, Judge Advocate General, Unit Commanders, First Sergeants, and other on-base victim assistance sources such as chaplains and medical providers, as well as off-base sources such as crisis centers and community support groups to ensure availability of 24-hour victim advocacy and support services.
- 2.5. Ensures completion of mandatory training for the installation. Delivers specialized training for unique populations to include first responders to sexual assault reports.
- 2.6. Develops and implements a communication strategy at the installation, expanding awareness of sexual assault and, in conjunction with the Family Advocacy Office (FAP), domestic violence.
- 2.7. May be tasked to fill an AEF rotation or contingency operation deployed position within this AFSC. Will not be a taskable asset in CAFSC while holding this position.

3. Special Duty Qualifications:

- 3.1. Knowledge.
 - 3.1.1. Skill in assessing program needs to accomplish goals and objectives, evaluate program status, and recommend and/or implement solutions for improvements.
 - 3.1.2. Skill in applying tact and diplomacy during difficult circumstances to advise and inform individuals and high-level officials on complicated, sensitive, and sometimes controversial issues.
 - 3.1.3. Ability to establish and maintain effective working relationships with organizations and individuals to identify, establish, modify, and provide victim support assistance.
- 3.2. Education. Not used.
- 3.3. Training.
 - 3.3.1. Successfully complete the Sexual Assault Response Coordinator Course.
 - 3.3.2. Maintain Defense Sexual Assault Advocate Certification Program (DSAAC-P) credentials.
 - 3.3.3. Complete initial and refresher trainings for applicable SAPR databases to include Catch a Serial Offender and Defense Sexual Assault Incident Database (DSAID). Maintain active accounts for these systems.
- 3.4. Experience. None required.
- 3.5. Other.
 - 3.5.1. For entry into this specialty, recommendation by Wing Commander. No Quality Force Indicators (LOC/LOA/LOR), Unfavorable Information File, civil convictions (other than minor traffic violations), or open IG investigations.
 - 3.5.2. Member must be a volunteer and obtain career field release.