



POSITION TITLE: SANE Program Manager

LOCATION: Tillamook, OR; position can be remote but must be within 2 hours of Tillamook for response

HOURS: Monday-Friday 9am-5pm, with rotating on-call duties on nights and weekends (FTE) 1 FTE

REPORTS TO: Executive Director

WAGE & BENEFITS: \$90,000; Generous benefits package includes medical/dental/vision, PTO, retirement account benefits, and professional development.

Tides of Change Sexual Assault Nurse Examiner (SANE) Program Manager Job Description

Tides of Change (ToC) is a private nonprofit organization established in 1982, serving Tillamook County, Oregon, and is the primary community-based advocacy service for survivors of domestic/dating violence, sexual violence, stalking, and trafficking. Services include a 24-hour helpline, a confidential shelter, a drop-in advocacy center, counseling, and healing art and support groups.

Position Summary:

The SANE Program Manager will coordinate activities of the Tides of Change Sexual Assault Nurse Examiner Program in order to ensure inclusive, trauma-informed sexual assault forensic exams are available for all adult and adolescent sexual assault victims/survivors through direct and indirect patient care; to develop program standards and protocols; and to promote interdisciplinary collaboration in the acute care of sexual assault victims/survivors.

Principle duties and responsibilities:

- Recruit potential new SANEs, coordinate initial onboarding of SANEs, and provide continued support to the SANE Program staff
- Develop appropriate continuing education for SANEs and ensure education and activities required for maintaining best practice competency and recertification are carried out
- Develop and maintain policies and protocols of the SANE program
- Schedule on-call shifts for 24/7 SANE coverage
- Take on-call shifts, as appropriate
- Conduct a trauma-informed exam debrief and chart review with SANEs on all cases
- Receive and coordinate subpoenas for all SANEs

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- Testify in court when subpoenaed and assist other SANEs in preparing for court testimony
- Collect statistics for grant reports and to aid in program evaluation
- Maintain knowledge of current clinical concepts and practices for SANE practice and share this information with SANE staff
- Work collaboratively with law enforcement, the district attorney's office, and advocacy services
- Represent the SANE program on the Tillamook County Sexual Assault Response Team
- Establish and maintain ongoing collaborative relationships within Adventist Hospital and future local health care partners, including the TFCC Child Advocacy Center
- Act as a coordinating resource to program participants for follow-up health care needs and connection to advocacy services
- Provide community education about the SANE Program
- Maintain competency in regulatory standards and requirements and incorporate them into the SANE program
- Participate in long-range planning, goal setting, program development, budgeting, and evaluation for the SANE program
- Work to enhance professionalism, efficiency, competency, and fiscal responsibility within the SANE program
- Perform assigned work safely, adhering to established departmental safety rules and practices, report to supervisor in a timely manner any unsafe activities, conditions, hazards, or safety violations that may cause injury to oneself, other employees, patients, and visitors.
- Perform other related duties as required.

Direction/Supervision of Others:

- Responsible for coordination, support, and supervision of SANEs

Qualifications and Skills Required:

- Graduate of an accredited school of nursing
- Current RN licensure in the State of Oregon, and BLS certification required
- Two to three years of nursing experience
- If not currently trained as a Sexual Assault Nurse Examiner, agree to complete all forensic training within the first year of employment with the priority to obtain certification in the first year.

Qualifications and Skills Preferred:

- Completed an approved Sexual Assault Nurse Examiners Program and functioned as a sexual assault nurse examiner for acute cases for at least two years
- At least two years of experience functioning in an Emergency Department setting as a Forensic Nurse Examiner

Physical Demands:

- Occasional to frequent lifting, carrying, pushing, pulling, handling as per unit based on physical demands checklist

Working Conditions:

- Frequent exposure to biological elements with occasional exposure to chemical and environmental elements

To Apply:

- Send your resume and cover letter to valerie@tidesofchangenw.org
- Please highlight any experience that specifically addresses the essential functions of this position.