Manitowoc County Domestic Violence Center
Sexual Assault Resource Center
Internship Description

SARC: The Sexual Assault Resource Center provides survivors of sexual assault with personal, medical, and legal advocacy. We work one-on-one with clients to refer them to resources, aid in applying for Crime Victim Compensation, accompany them to the hospital or police station, and talk to them about their experience to help them on their journey to recovery. SARC facilitates support groups for survivors of sexual assault and goes to schools and community organizations to provide community education about sexual assault. We run a 24-hour crisis line that is staffed by volunteers who commit to being on-call to answer the crisis line and respond to situations at the hospital and police station. The Sexual Assault Resource Center is a program run by the Domestic Violence Center and is located in the city of Manitowoc.

Intern Requirements:
• Must be at least 18 years old.
• Submit to a WI Department of Human Services Caregiver Background Check.
• Complete mandatory training.
• Have access to transportation when on-call. Remain free of alcohol and drugs during assigned on-call shifts.

Intern Responsibilities:
• Maintain strict confidentiality
• Maintain a high level of professionalism when representing the Sexual Assault Resource Center.
• Remain empathetic, non-judgmental and emotionally supportive when working with survivors.
• Maintain open communicate with the Coordinator and the Prevention Educator. Especially in regards to: the requirements of the internship, the intern’s expectations and hopes, and any issues that may arise.

SARC Intern possible Projects & Activities:
• Assist with presentations and booths
• Assist in coordinating and carrying out Sexual Assault Awareness Month Activities
• Data input and entry
• Advocate for clients in personal, medical and legal capacities
• Assist with survivor groups
• Gathering and interpreting SA stats and data
• Assist with marketing of the programs offered by SARC
• Attend community committee meetings