

**Title IX and Student Sexual Misconduct:
What Helena College Employees Need to Know**

How should I respond if a student tells me s/he has been the victim of sexual misconduct?

1 Listen with compassion.

Recognize the person is coming to you for help might be struggling with difficult emotions such as anger, fear, denial, or embarrassment.

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2 Explain confidentiality and mandated reporting.

Inform the student immediately you are required to report the information shared to the Title IX Coordinator. Informed concern such as this allows the victim to choose how much to tell you. DO NOT discuss the situation with anyone other than the Title IX Coordinator without the student's permission.

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4 Contact the Title IX Coordinator

within 24 hours to report the information by calling 447-6903 or filling out the incident report form at http://umhelena.edu/hr/docs/HarassDiscrimAssultComplaint_Form.pdf

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3 Offer support. Give assurance the campus and community resources can help and offer.

Emergency services: Call 9-1-1 to contact emergency services.

Non-Emergency Helena Police 442-3233

The Friendship Center 459-3254

Medical assistance:

St. Peter's Hospital 442-2480

Health Care for the Homeless 449-5682

Cooperative Health Center 443-2584

Advocacy and support:

The Friendship Center Domestic Violence & Sexual Assault 442-6800

24-Hr Crisis Line 800-248-3166

YWCA Transitional Housing Programs for Women and their Children 442-8774

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What if the student doesn't want me to tell anyone?

Pursuant to College Policy and federal guidelines, unless you are a medical or counseling professional, you are required to report any information you receive about sexual misconduct involving students, including names, within 24 hours to the Title IX Coordinator, If the complaint does not want to be contacted by us, we can provide information about reporting services through you.

What is the policy on sexual misconduct?

Helena College prohibits sexual harassment and sexual violence that affects anyone's ability to participate in College programs and activities. Helena College also prohibits retaliation against anyone who reports sexual misconduct or participates in a College investigation into sexual misconduct or other forms of discrimination. The Discrimination, Harassment, Sexual Misconduct, Stalking and Retaliation policy, 100.3, and procedures can be found at http://umhelena.edu/campus_facilities/policiesprocedures/default.aspx

What further training is available?

Contact Elizabeth Stearns Sims, Title IX Coordinator,, to arrange for additional training for your department or class. The Friendship Center provides a variety of assistance and guidance as does the Montana Coalition Against Domestic and Sexual Violence.

Contact

Title IX Coordinator: Elizabeth Stearns Sims, 447-6903, e.stearnssims@umhelena.edu

Report online: http://umhelena.edu/hr/docs/HarassDiscrimAssultComplaint_Form.pdf

Survivor Support Tips

A person who survives sexual violence or discrimination may confide in a known person and trust before contacting an outside organization like the Friendship Center. Thank you for making a compassionate response when someone reveals a traumatic experience to you.

A referral to the Friendship Center is appropriate any time a student brings up issues of interpersonal violence—male or female. Please provide the 24 hour support number 442-6800, or share their location 1430 Sanders Street Helena, MT. Remember, seeking assistance from a resource must always be the survivor's choice.

Do: explain confidentiality – listen empathetically and without judgement – give emotional support – thank her/him for trusting you enough to tell you

Good things to say: “It’s not your fault” – “I believe you” – “No one deserves to be abused or assaulted” – “Are you afraid?” – “I am concerned for your safety” – “I realize this is difficult thing to share and appreciate the courage it takes to talk about it” – “How can I help?”

Do not: make light of the situation – interrupt – interject your feelings – change the subject – press for more information – touch her/him without permission

If you have personal issues that might interfere with your response, you can express your thanks for her/his trust in you and share your need to get someone else to help. Please honor your boundaries while making sure the survivor receives appropriate assistance,

A survivor's story may affect you, the Friendship Center services are available to you too. Trained advocates are available to assist and support survivors, family and friends.