Role of a Responsible Employee (Title IX)

All employees are required to share disclosures about:
- Gender-based Harassment
- Sexual Harassment
- Sexual Violence
- Dating Violence
- Domestic Violence
- Stalking

Let students know about your role as a responsible employee

- Include a statement in your syllabus
- Make an announcement in class
- Include in your student employee handbook or training

Listen and be supportive!

Students need to be informed that you are required to share the information with the Title IX Coordinator

When necessary, interrupt...

Tell the individual about confidential resources:
- Dyson Wellness Center Advocate, Jessica Vasquez, ext 5113, jevasquez@noctrl.edu

Also share other resources:
- Dyson Wellness Center Counseling, ext 5335 (confidential)
- Campus Safety, ext 5911 (24/7/365)
  - Escort on campus
  - Assist with reports to law enforcement
  - Non-Emergency transportation to Edward Hospital ER
  - Assistance reaching confidential resources after hours

Report to the Title IX Coordinator within 24 hours

Via electronic
Sexual Misconduct (Title IX) reporting form:
titleIXreport.northcentralcollege.edu

Email
rgordon@noctrl.edu

Call
ext 5340

North Central College webpage - The College - Title IX
Cardinalnet Employees tab under resources

Student Employees

First report any disclosures to your supervisor.

Your supervisor will often be the one making the official report.

For additional information, contact the Title IX Coordinator or visit the Title IX website at https://www.northcentralcollege.edu/TitleIX