



## **Sample Script: Explaining Your Duty to Report - For Faculty & Staff**

*"Thank you for trusting me and sharing this with me; I want to help you. I need to let you know, though, that as a (insert your position at the university) at UMD, I am required to report any incidents involving sexual misconduct to the Title IX Coordinator so they are able to share resources and options with you and assess safety concerns. [PAUSE]*

*Even though I cannot keep what you've told me confidential, I will keep it private and the Title IX Coordinator or staff in their office will only share information with other people who need to know if there are safety concerns or you need supportive measures. Do you have any questions about this? [PAUSE]*

*I appreciate you sharing this information with me and wanted to be transparent with you about my role. The Title IX Coordinator or a staff member from their office will be contacting you."*

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**If there is an emergency, immediately contact UMPD (on-campus) by calling 301-405-3333 or 911 for off-campus emergencies.** Please also submit a report to the Title IX Coordinator.

If a student is in distress and would like to talk to a counselor, please encourage them to contact [UMD's Counseling Center](#) at 301-314-7651 (24/7). Please also submit a report to the Title IX Coordinator.

If you have questions about the information above, please contact UMD's Director and Title IX Coordinator, Angela Nastase at [titleixcoordinator@umd.edu](mailto:titleixcoordinator@umd.edu). Thank you!