

SEXUAL ASSAULT ADVOCATE
JOB DESCRIPTION

GENERAL STATEMENT OF DUTIES:

Under the direction of the Executive Director, provides and coordinates the delivery of quality professional counseling, advocacy, and outreach services. Services include, but are not limited to, crisis intervention, individual and group support, advocacy, education and counseling, after hour crisis response team, outreach and criminal justice support to victims of sexual violence outside the context of intimate partner violence (IPV) and their significant others/secondary victims.

QUALIFICATIONS:

1. Licensed Master's Degree in social work, psychology, or counseling (or eligible to obtain license).
2. Previous experience and training preferred on the dynamics of sexual assault outside the context of IP.
3. Previous experience and training in the provision of counseling, crisis intervention, and group dynamics.
4. Knowledge and aptitude in computer use.
5. Valid Driver's License and reliable transportation.
6. Must be committed to the concept of empowering adult and child victims and be able to relate to individuals of diverse cultural and socio-economic backgrounds.
7. Ability to establish effective working relationships with crime victims, law enforcement, prosecutors and other community agencies and members.
8. On-call responsibilities to provide immediate response to victims of crime. Flexible schedule to include some evenings and weekends.

DUTIES:

1. Provides crisis intervention, emergency response, emotional support and information and referral to victims of sexual assault outside the content of IPV and their significant others/secondary victims.
2. Provides supportive individual and group counseling based on the empowerment philosophy with a supportive focus to address the effects of sexual violence. Counseling may be provided face to face, via Skype, Face time or similar mechanism.
3. Provide advocacy and supportive services to clients and their dependent children, including but not limited to, practical assistance, information about crime victims compensation benefits, provide information about the legal/civil justice systems, provide information about medical care, transportation to and from appointments, provide resource information and emergency shelter if needed.
4. Provide public awareness informing the community about sexual assault and increasing awareness of services available.
5. Provide systems change opportunities to work both formally and informally with community partners. Develop and implement a systems change plan that prioritizes systems where further collaboration is needed and identifies specific areas within systems to identify and eliminate harmful practices.
6. Participates as member of after-hours crisis response team/staff on-call rotation
7. Provides reports, statistics and documentation required by granting sources and agency data collection systems.
8. Participates on community workgroups as assigned.
9. Participates on agency committee.
10. Other duties as assigned by Executive Director.

Schedule: Full Time Regular Employee, Hourly, Non-Exempt

Worksite: Clinton/Shiawassee Counties

Supervisor: Executive Director

Salary Range: \$ 29,250-37,331

Revised 7/14