



Job Description

Job Title: Post-Conviction Victim Advocate

Status: Full-Time Exempt

Reports To: Director of Client Services

Job Summary: The Post-Conviction Victim Advocate is responsible for providing outreach and advocacy, information and referral services for sexual assault victims, their families and other secondary victims whose offender is under supervised probation in Jefferson County. The Victim Advocate will provide victim representation on inter-disciplinary teams and in statewide groups. This is a new position subject to change as the position develops.

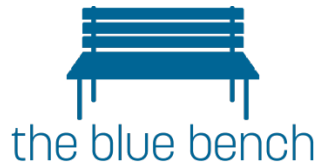
Qualifications, Knowledge, Skills, and Abilities:

- Bachelor's (preferably Master's) degree in social work, or related field.
- A minimum of 5 years' direct client experience.
- Experience working with sexual assault or other inter-personal trauma.
- Knowledge of the criminal justice system and the probation process.
- Ability to offer emotional support and crisis management for victims of sexual assault.
- Strong verbal and written communication skills.
- Excellent inter-personal skills, and ability to actively participate on inter-disciplinary teams.
- Organizational Skills-time management skills, problem solving skills, ability to initiate and execute work responsibilities independently.
- An understanding of cultural influences on behavior in multicultural communities. Must be open to working with diverse communities.
- Bi-lingual skills in English and Spanish preferred.
- Capacity to manage flexible schedule and be able to work in the field.

Job Duties and Responsibilities:

Victim Advocacy

- Provide outreach and advocacy to victims when the offender is placed in the probation program.
- Provide information and notification to the victim, victim's family or other appropriate secondary victims about the sex offender program and facility, as well as the status and progress of the offender.
- Provide support, referrals, and resource information to the victim, victim's family or other appropriate secondary victims.
- Serve as a liaison between and/or resource for the victim, other victim advocates, therapists, etc. as needed.
- Complete needs assessment, identify and address gaps in services, and provide case management services as needed to foster a smooth transition for the victim, victim's family or other appropriate secondary victims.
- Provide case management for newly named victims of offenses disclosed in treatment to ensure that these victims are identified, contacted, and offered services.
- Establish a communication link with the victim, victim's family, and other secondary victims to provide feedback from them to the unit that will assist the team in the supervision of the offender.
- Advocate on behalf of the victim with non-offending parents and family members.



Putting an end to sexual assault through prevention and care.

Formerly known as RAAP

Community Liaison

- Participate in treatment groups or staffings with offenders; specifically, on the Multi-Disciplinary Teams (MDTs) for juveniles who have committed sexual offenses and the Community Supervision Teams (CSTs) for adult sex offenders.
- Participate in state-wide groups and on Sexual Offender Management Board (SOMB) committee meetings.
- Provide victim input, representation and perspective to the treatment/supervision team.
- Attend other committee/community meetings as appropriate or requested.
- Develop collaborative relationship with the Probation Team.
- Collaborate with other agencies to provide training or informational presentations.
- Attend other community events, activities etc. as appropriate or requested.

Participation as a Staff Member of The Blue Bench

- Participate in the Hotline Volunteer, the state SOMB, and other required trainings.
- Attend staff and client services meetings, as well as other organization events and activities.
- Participate as a team member with a strong commitment to The Blue Bench's mission.
- Participate in weekly supervision with the Director of Client Services.
- Complete necessary paperwork, and enter client data on a regular basis.
- Assist in other tasks as needed.