

SEXUAL VIOLENCE RESPONSE ADVOCATE

Part-time (24-30 hrs per week)

(Monday, Wednesday and Thursday) Must be flexible with your schedule.

QUALIFICATIONS:

Minimum Requirements

1. Bachelor's degree in education, public information, community development or human service field or related experience.
2. General understanding of dynamics and prevention of sexual assault and child sexual assault.
3. Ability to communicate orally and in writing.
4. Ability to problem-solve.

Preferred

1. Training &/or experience in crisis intervention
2. Familiarity with community & its resources
3. Experience with volunteer programs
4. One year experience with public speaking

GENERAL DESCRIPTION: *The Sexual Violence Response Advocate is responsible for providing crisis intervention, advocacy, supportive services for victims of sexual assault and their friends/family/partners. In addition, SVRA is responsible for coordinating law enforcement agencies and social service agencies that provide services to victims of sexual assault and for maintaining the Rape Crisis Center.*

RESPONSIBILITIES:

Community Relations

1. Develop and maintain contacts with other agencies.
2. Network with professionals for effective coordination of service delivery to victims/survivors of sexual assault.
3. Assist in the training and scheduling of Rape Response Team members.
4. Represent the Women's Resource Center as necessary.
5. Outreach to and participation in events specific to the Hispanic community.

Direct Services

1. Answer crisis calls at Rape Crisis Center
2. Provide information & referral, crisis intervention, & counseling information as appropriate on the phone, face-to-face and e-mail
3. Respond to sexual assault calls at RCC, medical facilities, schools, police department and other locations provided it is safe to do so.
4. Coordinate services needed to reduce trauma and reduce revictimization
5. Maintain client records
6. Maintain the Rape Crisis Center
7. Participate in meetings as required by supervisor.

General Duties

1. Maintain Rape Crisis Center to meet all fire, city and health codes.

2. Follow all Policies and Procedures of the Women's Resource Center, Inc.
3. Meet requirements as set out by Standard and Criteria of the Oklahoma Office of the Attorney General
4. Follow all requirements by applicable grants.
5. Fill in for other rape response advocates as required
6. Perform other duties as required

Please email a cover letter and resume to kstew33@wrcweb.net. Please put "Advocate" in the subject line. Women's Resource Center affirms that it does not discriminate on the basis of race, gender, color, religion, sex, national origin, age, disability, lifestyle, political affiliation, or status as a veteran, in all aspects of employment and management. Resumes will be accepted through September 30, 2021 or until the position is filled.