



JOB ANNOUNCEMENT

TITLE: Victim Advocate (full time)

JOB SUMMARY: The Victim Advocate/Case Manager is responsible for providing direct assistance to individuals who have been harmed by domestic violence, family violence, dating violence, and sexual assault. There is a strong focus on providing intervention, prevention, and support services for adults and children who have experienced violence within intimate or familial relationships in a trauma informed manner. The Victim Advocate provides legal advocacy to assist survivors in navigating the court system, obtaining orders of protection, and pursuing justice against the perpetrator. The Victim Advocate is also responsible for community awareness and education. This includes but is not limited to distribution of awareness materials to businesses and high traffic areas as well as during community events; providing educational presentations to large community agencies such as the school system; giving awareness presentations for civic and faith based organizations; and developing relationships with community members and agencies to further awareness and increase resources for victims. The Victim advocate is part of a direct service team serving the residents of Terrebonne and Lafourche.

SPECIFIC DUTIES:

1. Screen victims of domestic violence/sexual assault accessing services.
2. Assess client's needs (medical, housing, counseling, and parenting, etc.) and provide necessary community referrals.
3. Complete a safety plan with each client.
4. Provide domestic violence/ sexual assault/ victims of crime education to clients and community organizations
5. Connect clients to community providers; provide support and assistance in obtaining protection orders.
6. Facilitate violence prevention lesson to area elementary, middle, junior, and high school students.
7. Document client services for agency and funder databases.
8. Attend community meetings.

QUALIFICATIONS: A Bachelor's Degree in Social Work, Psychology, Criminal Justice or human services related field. Must work well with persons of varied racial, ethnic, cultural, socioeconomic backgrounds. Awareness of domestic abuse, sexual violence, and stalking preferred. Knowledge of counseling and advocacy for people who have been victims of domestic violence, including crisis intervention and case management skills beneficial. Previous employment or volunteer work in human services, community agencies or other related nonprofit or social change organizations a plus. Good oral and written communication and computer skills are required.

For more information or to apply, submit a cover letter and resume to Julie Pellegrin at julie@havenhelps.org. Upon receipt of the cover letter and resume, you will receive an email with further information regarding the agency, the position, and the interview process.