



## **Avalon Healing Center Sexual Assault First Response Advocate Job Description**

**Job Title:** First Response Sexual Assault Advocate

**Responsibilities include, but are not limited to the following:**

- Provide on-call crisis intervention to survivors of sexual assault and their support person(s) at private clinic sites and surrounding hospitals (including pediatric population)
- Provide advocacy and supportive services to primary and secondary survivors of sexual assault ~ both individual and group; including personal, medical and criminal justice advocacy
- Respond to pages to Avalon's 24-hour crisis line during on-call shifts
- Provide assistance to sexual assault survivors in completing Crime Victim Services Compensation forms
- Provide assistance to sexual assault survivors in applying for and obtaining PPO's
- Provide phone/virtual/web-based crisis support and advocacy via Avalon's business and web chat support and provide assistance to walk-in clients
- Provide emergency on-call coverage as needed to support the First Response Program
- Assist with the implementation of a growing counseling and advocacy program
- Recruitment, interviewing, selection, and supervision of student interns and volunteers
- Assist with training of student interns and volunteers
- Preparation and organization of monthly statistical reports required for grant contracts
- Maintain grant required statistics and submit requested reports as necessary

**Minimum requirements include:**

A bachelor's degree in Social Work, Psychology, Counseling, Social Science(s), Criminal Justice or similar degree and/or significant experience working with survivors of sexual assault and human trafficking. Passion for and experience with working in a diverse, underserved community. Experience working in a survivor-centered environment or community-based advocacy organizations with an understanding of trauma-informed services highly preferred. A familiarity with city agencies and the criminal justice and civil legal systems is also preferred.

**Hours/Salary:** \$52,000. Full Time, 40 hours a week. Position typically requires 2-3 days (~16 hours) in office weekly providing advocacy, phone/walk-in crisis support, and program support. Position typically includes 2 on-call shifts per week including some weekend days. Some emergency/vacation/Holiday coverage may be requested as needed. Flexibility is necessary as this position would require evening and overnight availability.

**Equal Employment Opportunity Policy:** Avalon provides equal employment opportunities to all applicants and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

For additional questions about this position or to apply, please forward your resume and cover letter to **Shelby Brejnak, First Response Program Coordinator** at [sbrejnak@avalonhealing.org](mailto:sbrejnak@avalonhealing.org). Applications will be accepted until **Friday, August 15th at 5pm.**