

## Victim Services Advocate

**SafeHouse of Seminole is seeking experienced, dynamic individuals to** provide advocacy, support, crisis intervention, safety planning and lethality assessments to survivors of domestic violence residing in the emergency shelter. This advocate will also respond to calls for crisis intervention from the community. This position requires knowledge of prevention and case management skills, the ability to provide effective and immediate crisis intervention for clients, and to facilitate support groups. Excellent computer skills required. Bachelor's degree preferred and a minimum of one year case management experience preferably in a domestic violence program.

### **DUTIES:**

1. Provide supportive and empowerment counseling services for clients.
2. Facilitates case management service delivery.
3. Provide counseling and other life skills support.
4. Requires initiative and ability to work independently; a willingness and comfort level in providing community-based services to a diverse population of clients
5. Excellent problem solving skills and the ability to remain calm and professional in crisis situations.
6. Provide information and referrals for clients.
7. Provide safety education for clients.
8. Complete clerical and data entry tasks as assigned.
9. Provides timely submission of statistical reporting.
10. Ability to work flexible hours as well as weekends.

**QUALIFICATIONS:** The ideal candidate will be experienced with families, individuals and diverse populations; have a broad knowledge of community resources and enjoy working as part of a dedicated team. Knowledge and skills in direct individual and group services including effective communication, crisis interventions, knowledge of homelessness, domestic violence, substance abuse, mental health issues.

- Must be at least 21 years of age or older.
- Must hold valid Florida driver's license and clear thorough background screening. .
- Highly motivated, self-directed and well organized
- Must be able to relate to all cultural, ethnic, socio-economic groups, and different lifestyles.
- Bachelor's degree preferred.
- Must be able to remain objective and demonstrate good judgment.
- Must have good communication skills; must be able to understand and interpret non-verbal messages.
- Must be able and willing to follow through with minimal supervision.
- Ability to plan, work independently, organize, make sound decisions and maintain confidentiality.
- Excellent verbal and written communication skills.
- Proficient with computers.
- Bilingual in English and Spanish a plus.

**Full-Time, Part-Time and Seasonal Positions available.**

**Must be available to work nights and weekends :** Available Shifts: 3:00-11:30 pm and 11pm-7:30am

**SALARY RANGE:** \$10-\$11 an hour

**Interested parties should e-mail their resume along with a one page cover letter to:**

**[miskorepa@safefhouseofseminole.org](mailto:miskorepa@safefhouseofseminole.org)**

**Posting Close Date: November 7<sup>th</sup>, 2011**