

Cleveland Rape Crisis Center

Position: Suburban Victim Specialist

Reports to: Manager of Victim Services

Position Summary: The Suburban Advocate is primarily responsible for providing trauma informed crisis and ongoing support and advocacy to survivors in the medical and judicial systems. The Suburban Advocate provides a broad range of services to empower a survivor including, but not limited to: educating and facilitating the victim's decision making, serving as a liaison between agencies, accompanying/staying with the victim during court appointments, conducting safety planning. The Suburban Advocate will also assist with providing training for law enforcement, prosecutors, judges, and other community professionals. This position serves all cities in Cuyahoga County (Suburbs) but not Cleveland.

Principal Duties and Responsibilities:

- Provide victim assistance in the medical and judicial systems to survivors and co-survivors
- Accompany clients to police interviews, grand jury, meetings with prosecutors, and court proceedings
- Provide victim assistance for clients from suburban police departments (all cities in Cuyahoga County, not Cleveland)
- Provide follow-up and referral services to clients
- Prepare and file Victims of Crime Compensation applications with clients
- Assist with training hotline and volunteer advocates
- Assist with trainings for police, community members, including roll call, in-service, grand jury, etc.
- Serve as an active member on the Sexual Assault Response Team.
- Build relationships with other professionals, including police departments, prosecutor's office, probation/parole, other SART members, etc.
- Provide back-up coverage of 24 hour support line as needed. Provide emergency line coverage as needed.
- Maintain justice system advocacy statistics in Apricot.
- Attend BASICS Academy through the Ohio Attorney General's Office.
- Participate in coalitions directly related to advocacy, survivors and the criminal justice system.
- Attend Professional Development opportunities, as scheduled clinical supervision
- Submit monthly reports of activities
- Perform other duties as assigned.

Hours of Work: This is a full-time nonexempt position (40 hours/week). Flexible scheduling required, weekend and evening hours as needed.

Qualifications: Associate's Degree (Bachelor's degree preferred) with two years experience in a related field providing direct services to the community in a criminal justice or human services program, or five years' work experience in a related field. Must have ability to build relationships, collaborate internally and externally, and communicate effectively with diverse audiences, staff, volunteers and partners both verbally and in writing; able to assess the needs of clients under emotional stress and refer to appropriate resource, handle graphic accounts of crimes, interact effectively with emotionally upset survivors; Maintain confidentiality of information; Must be able to travel in North East Ohio and have valid OH driver's license.

Salary: Commensurate with experience. Excellent benefits and work environment.

Cleveland Rape Crisis Center is dedicated to building a culturally diverse and pluralistic staff committed to teaching and working in a multicultural environment. Qualified applicants will receive consideration for employment and will not be discriminated against based on race, color, religion, sex, sexual orientation, gender identity/expression, national origin, disability status, protected veteran status, or any other characteristic protected by law.