

Cleveland Rape Crisis Center

Position: Advocate (Child Advocacy Center)

Reports to: Manager of Advocacy

Position Summary: The Advocate is primarily responsible for providing trauma informed crisis and ongoing support and advocacy to child sexual abuse and rape survivors in the medical (acute and non-acute) and judicial systems. The Advocate provides a broad range of services to empower a survivor including, but not limited to: educating and facilitating the victim's family's decision making, serving as a liaison between agencies, accompanying/staying with the victim during court appointments, conducting safety planning. The Advocate is a member of the Child Advocacy Center's Multidisciplinary Team. The victim advocate will also assist with providing training for law enforcement and other community professionals.

Principal Duties and Responsibilities:

- Provide victim assistance in the medical and judicial systems to survivors and co-survivors
- Accompany clients during medical and forensic exams in SANE Units, attend Child Medical Exam if requested by the family or the law enforcement
- Accompany clients to police interviews, grand jury, meetings with prosecutors, and court proceedings
- Educate non-offending caregiver(s) about sexual abuse and the various systems that may become involved with their family
- Perform a safety assessment of the family and develop and recommend a safety plan for the child victim and family
- Answer any questions related to the investigative process and provide feedback to the assigned Child Protective Service worker and/or law enforcement officer
- Coordinate with other advocates that may be working with the child and family
- Maintain contact with the victim and family throughout the investigation and prosecution when requested by the family
- Assist the family in accessing services
- Maintain strict standards of confidentiality
- Make initial contact with the family once a DCFS report is filed
- Conduct intake for clients engaging in long term services
- Advocate for immediate service implementation and treatment options
- Provide victim assistance for clients from the Cuyahoga County Prosecutor's Office, Juvenile Court, and Cleveland Police Department Sex Crime and Child Abuse unit, local police departments
- Prepare and file Victims of Crime Compensation applications with clients
- Assist with trainings for community members, including roll call, in-service, grand jury, etc.
- Serve as an active member on the Sexual Assault Response Team
- Communicate with other professionals involved with the client/case as necessary

- Provide back-up coverage of 24 hour support line as needed. Provide emergency line coverage as needed
- Maintain 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
- Facilitate psychoeducational Groups for clients as needed
- Submit monthly reports of activities
- Perform other duties as assigned

Qualifications: Bachelor's degree with two years of experience in a related field providing direct services to the community in a human services program, or five years' work experience in a related field required. 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 resources, 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.

Hours of Work: This is a full-time position (40-hours a week) requiring flexible hours of work for the purpose of meeting the need of survivor of sexual assault – some evenings and weekend hours required.

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.