

**Center for Domestic Peace
JOB ANNOUNCEMENT**

JOB TITLE:	Bilingual <u>Preferred</u> (Spanish) Domestic Violence Response Advocate
HOURS:	Temporary Position, Mon-Fri some evenings and weekends.
COMPENSATION:	\$23.33 per hour* (Additional compensation for language skills will be included)
BENEFITS:	Not applicable for temporary position
UNION:	No
TRAINING RATE:	* A training range of \$20.93/hour - \$22.13/hour may be offered for applicants who do not meet the minimum requirements

CENTER FOR DOMESTIC PEACE is a nonprofit organization, in existence now for 40 years, working at the county, state, and national level to end domestic violence. Center for Domestic Peace (C4DP) serves women, men, and youth who have been, and/or who are at risk of being, abused and/or battered, or who have perpetrated, and/or who are at risk of perpetrating, abuse, bullying, and/or battering. C4DP's programs helping children, teens, women, and men to live violence-free lives include: 24-hour hotlines; emergency shelter; transitional housing; support groups; legal advocacy; school programs; community prevention and education projects; professional continuing education programs; corporate, state, and nation-wide trainings; leadership development programs; and resource identification. For more information, visit our website at www.c4dp.org.

Community Advocacy Program (CAP). This position is for a **Bilingual (Spanish)** Domestic Violence Response (DVRT) Advocate who will provide immediate outreach to victims of a domestic violence crime. The DVRT is a project of the Community Advocacy Program (CAP) of Center for Domestic Peace (C4DP). The DVRT Advocate is supervised by the CAP Supervisor. The advocate will provide immediate and ongoing support and advocacy for English speaking victims in the community and their children. The program assists victims, one-on-one, with practical, emotional and social needs by means of outreach, safety planning, peer support, advocacy, information on domestic violence, resources and referrals, problem-solving and court accompaniment. This program is funded by the Office of Violence Against Women.

PRIMARY JOB RESPONSIBILITIES

- 1) Make immediate contact with victims of a domestic violence crime to offer support services and advocacy
- 2) Provide victims and their children with crisis intervention counseling, safety planning, emotional and peer support and information about domestic violence
- 3) Assist victims in determining their needs and developing options
- 4) Provide victims with referrals to community and county resources, as needed
- 5) Assess the children's needs and make appropriate referrals, as necessary
- 6) Accompany victims to court hearings; providing transportation, if needed
- 7) Maintain positive working relationships with the District Attorney's office, law enforcement, and other County agencies
- 8) Monitor the batterer's criminal case and assist the women in voicing their needs and concerns within the criminal court system
- 9) Maintain documentation of activity with participant in the program
- 10) Maintain absolute confidentiality regarding police records and communications with participants
- 11) Assist the Program Manager in developing data for evaluation of program outcomes
- 12) Provide outreach to offsite locations
- 13) Follow-up the DVRT calendar daily

REQUIREMENTS

- 1) 2 years' experience providing legal advocacy for domestic violence victims, especially in the criminal justice system OR 3 years related experience, education or training in a related field.
- 2) Previous experience providing direct services to battered women and their children.
- 3) Successful completion of a certified domestic violence counselor training course.
- 4) Understanding of the peer support model and Center for Domestic Peace feminist analysis of domestic violence
- 5) Crisis intervention skills
- 6) Excellent communication skills
- 7) Fluent bilingual in English/Spanish, both verbal and written (preferred)
- 8) Knowledge of community resources
- 9) Computer skills: comfortable with Microsoft Office 2010 suite with ability to learn new software, as needed
- 10) Resourcefulness, flexibility, self-motivation, and ability to inspire enthusiasm and participation.
- 11) Valid driver's license and auto insurance **with** liability minimum of \$100k (per person)/\$300k (per occurrence), and access to a car during working hours
- 12) Flexible work schedule

CENTER FOR DOMESTIC PEACE IS AN EQUAL OPPORTUNITY & AFFIRMATIVE ACTION EMPLOYEE

We are committed to employment policies and procedures assuring all qualified persons are accorded equal opportunity for employment, promotion, and training. Applicants may obtain a copy of C4DP's Equal Employment Opportunity and Cultural and Linguistic Competency Policy on request.

TO APPLY:

Submit a resume and detailed cover letter to Luz Alvarado (no phone calls, please):

By email at: lalvarado@c4dp.org