Sexual Assault Victim Advocate

Reports To: Advocacy Program Director  
Status: Full Time  
Scheduled Time: 8:30-4:30 M-F, Requires some evenings and weekends

ABOUT THE AGENCY  Reach Counseling provides mental health care committed to the understanding of and response to emotional, sexual and physical abuse. Since 1976, Reach has worked to heal lives of abuse victims and hold perpetrators accountable through innovative programs in education and outreach, victim advocacy, outpatient therapy, counseling and sex offender treatment. Reach Counseling acknowledges that as an anti-violence agency, it is a part of our mission to reject all forms of violence and oppression.

POSITION SUMMARY The Sexual Assault Victim Advocate acts in the best interest of survivors in Winnebago, Outagamie, Calumet and surrounding counties. The advocate’s job is to increase survivor safety and decrease further victimization by individuals and systems. They provide comprehensive direct services that are culturally competent, trauma-informed and client centered. They will coordinate and conduct support and outreach to survivors throughout the community.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

VICTIM ADVOCACY

- Provide ongoing Legal, Medical and Personal Advocacy to victims of sexual assault and their friends/family members
- Provide crisis intervention, case management and safety planning for survivors
- Meet clients at other locations when necessary
- Refer clients to the appropriate resources in order to meet their individual needs
- Accompany and/or transport victims to medical appointments, court proceedings, and other locations as necessary
- Establish plans and goals with clients, track their progress and follow up
- Attend relevant trainings and conferences throughout the year
- Develop community support and collaboration with community partners, the District Attorney’s office, and local, state and federal law enforcement agencies
- Work with community partners to collaborate response efforts and coordinate services
- Attend Sexual Assault Response Team (SART) meetings, including Winnebago County and Tri-County meetings and other multidisciplinary meetings to represent Reach
- Maintain support group(s) for survivors of sexual violence
- Sign up for backup, on call shifts of which each advocate is responsible for signing up for designated times
CULTURE
● Actively demonstrates, promotes and supports Reach’s cultural values
● Demonstrates commitment to Reach’s diversity, equity and inclusion initiatives (participates in trainings, actively strives to be anti-racist and respectful of cultural differences with clients, colleagues and the community)
● Works cooperatively with other team members to understand and meet the needs and development of programs and services

QUALIFICATIONS To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. If you do not meet all of the qualifications but feel you are a great fit, we strongly encourage you to apply.

● Bachelor’s degree in Social Work, Criminal Justice, Women’s Studies or other related field preferred
● Knowledge of the fundamentals of working with victims of crime, sexual assault and/or human trafficking
● Demonstrated knowledge and ability to work independently and as a team member.
● Excellent verbal and written communication skills
● Ability to multitask and work under deadlines
● Ability to effectively work with diverse populations
● Commitment to anti-racist work in an organization that strives toward social justice
● Ability to coordinate with multiple community agencies and personnel at all levels
● Ability to assess crisis situations and intervene appropriately
● Open to team suggestions and changes
● Must have their own transportation, possess a valid driver’s license, and have adequate insurance

PHYSICAL DEMANDS The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

● Independently enter and move within buildings
● Walk staircases many times per day
● Drive a vehicle

WORK ENVIRONMENT The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

● While performing the duties of this position, the employee is frequently required to sit, work on a computer and/or converse for prolonged periods of time
● The employee is occasionally required to walk, and to frequently operate office equipment
● The employee must occasionally lift and/or move up to 40 pounds
● Occasional travel is required, in and out of the state
● Some nights and weekends are required

BENEFITS Reach Counseling offers a competitive benefits package for all full-time employees, including:

● Medical & dental insurance, with optional eye care
● Life insurance
- Disability insurance
- 401(K) with matching option
- Generous paid time off package (vacation, sick days, personal time, and paid holidays), with guaranteed growth over time
- Paid time off for holidays and all business days between Christmas and New Year’s Day
- Self-care initiatives such as receiving a free, paid day off for your birthday and Summer Fridays (½ Day on all Fridays between Memorial and Labor Day)

All interested candidates are invited to send resumes and cover letters to Ciara Hill, Advocacy Program Director, at ciara@reachcounseling.com.