



The Sexual Trauma & Abuse Care Center

Youth and Family Advocate Position Description

Basic Purpose and Organization: The Youth & Family Advocate position will provide survivor-centered services that respond to the immediate emotional and physical needs of victims of sexual trauma and abuse, and assist victims with managing practical problems created by the victimization. In addition, the position is responsible for coordination of services and expertise of youth and family-specific sexual trauma and abuse. The position will support community collaborations and oversee other work assignments as the Executive Director determines.

Primary Responsibilities:

DIRECT SERVICE

1. Provide services to residents of Douglas, Jefferson and Franklin Counties, which include responding to the immediate emotional and physical needs of victims and restoring the victim's sense of security.
Examples: Accompaniment to Lawrence Memorial Hospital for medical examinations; hotline and in-person supportive counseling; safety planning; practical problem-solving; assist in filing protective orders; law enforcement interview accompaniment; provide information and referrals; assistance with emergency shelter; etc.
2. Responsible for understanding and demonstrating a trauma-informed and survivor-centered view of victims and understanding that their process of healing and facilitating communication with and among service providers and systems can be corrective and restorative.
Examples: Support clients in navigating various service providers, creditors, or employers; assist in filing for crime victim compensation.
3. Participate in the after-hours on-call rotation for crisis calls. Approximately one week a month the Director of Advocacy position will be on-call as staff backup and be available for crisis calls as well as respond within 30-minutes to Lawrence Memorial Hospital for medical examination accompaniment if necessary.

YOUTH VICTIM OUTREACH

1. Responsible for establishing and maintaining relationships with other community organizations that work primarily with youth.
Examples: Develop and maintain contact with area law enforcement, mental health, social services, hospital, and court services to establish protocol for a coordinated response to youth victims of sexual violence as well as attend meetings related to mission in service area. Facilitate Douglas County Child Abuse Response Team.
2. Collaborate and coordinate with other staff on projects, events and youth and family related outreach efforts.

Additional duties

1. Compile data and complete reports required by funding sources which includes financial, statistical and narrative reports.
2. Attend relevant trainings on sexual violence related topics.
3. Attend staff meetings, and collaborate with staff and Executive Director on day-to-day office activities.

Qualifications, Skills, and Knowledge Needed

- Relevant and significant work and volunteer experience AND/OR Bachelor or Master's degree, preferably in the areas of social welfare, women's studies, psychology, child development or related field.
- Experience working with diverse populations, including youth and families. Ability to communicate effectively with various ages and populations (i.e. community members, volunteers, students).
- Experience in crisis response and case management required. Experience and/or knowledge of sexual violence issues preferred.
- Spanish language fluency preferred.
- Must have vehicle, valid driver's license and insurance coverage.
- Ability to adjust to changing environments and ability to be flexible in working within those systems related to sexual violence.
- Ability to work independently while maintaining accountability for all work assigned, being prompt with all appointments and meeting all deadlines in a timely manner.
- Ability and willingness to be a positive, professional and engaged member of the agency's team by behaving honestly, responsibly, and respectfully to all (colleagues, community members, agency clients). The work environment requires flexibility and the willingness to adjust to a changing environment.

Additional Details

- Full-time
- Annual Salary: \$35,200
- Health Insurance benefits (including, health, dental and vision insurance)
- Paid Time Off (vacation, sick, holiday)
- The Care Center is committed to making sure our agency is diverse and representative of the community. We are an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability status, protected veteran status, or any other characteristic protected by law.

Apply with resume and cover letter by 5/24/19 to chrissy@STACareCenter.org

Or The Sexual Trauma and Abuse Care Center, Attn: Chrissy Heikkila, 708 W. 9th St. #105, Lawrence, KS 66044