



## **Advocate/Crisis Intervention Specialist**

**Advocate/Crisis Intervention Specialist (ACIS)** is a full-time (40 hours per week/1 FTE) position tasked with providing direct service provision and coordination of community response regarding sexual violence, dating/ domestic violence, human trafficking, and stalking. General duties include, but are not limited to, providing services to survivors during regular office hours and scheduled periods of evening/overnight response for face-to-face and phone/hotline advocacy. Duties can include responding to emergency departments, police stations, social service organizations and other safe spaces to assist survivors and execute trauma-informed crisis stabilization techniques.

ACIS is responsible for the following within designated community and others as needed:

1. Provision of direct services to survivors of sexual assault, intimate partner violence, human trafficking, and stalking. Services can include:
  - Mobile Advocacy
  - Transportation
  - Advocacy/ Accompaniment
  - In-Person and Hotline Advocacy
  - Legal/ law enforcement Advocacy
  - Medical Advocacy
  - Personal Advocacy
  - Crisis Intervention/Stabilization
  - Service Coordination and Referral
2. Staff 24-hour crisis hotline on-call and backup shifts
  - Answer the hotline on designated shifts and activate to provide in-person (maximum 30-minute response time) or over-the-phone advocacy services
  - Provide back up support to volunteers/interns who take hotline shifts and facilitate forwarding hotline calls to appropriate individual
3. Establishing and coordinating relationships with community organizations
4. Working to create a coordinated community response to violence within the communities
  - Establishing SART/MDTs/task forces as needed
5. Providing education, support groups, and awareness regarding sexual violence
  - establish and facilitate workshops to raise awareness and educate regarding sexual violence
  - Coordinate and facilitate support groups for survivors
  - Attend/organize tabling events, women's health fairs, community fairs, and other events within the community to raise awareness regarding SAOP services and sexual violence
6. Creating and distributing outreach materials
  - Evaluate, update, and re/create brochures, survivor service manuals, and fliers regarding SAOP services and information pertaining to sexual violence for distribution throughout communities

- Maintain relationships with social service providers and community resources to ensure outreach materials are available and displayed throughout the communities
  - Create, distribute, and promote outreach materials for awareness raising months and events
7. Other duties as assigned

ACIS is expected to:

- Maintain accurate records of services provided to clients
- Maintain participation in state and regional networks
- Continue professional development
- Participate in ongoing education requirements in compliance with Rape Crisis Center standards
- Work closely with other client service providers/SAOP staff on cases requiring multidisciplinary services

**Requirements:**

- Preferred: Master's Degree in a mental health related field
- Minimum: Bachelor's Degree and/or experience in case management, crisis intervention and working knowledge/expertise of trauma/ survivorship
- Excellent verbal and written communication skills; valid driver's license, good driving record, and vehicle suitable for transportation
- Weekend, evening, holiday, and overnight availability
- Good written and verbal communication skills,
- Self-motivated and independent working abilities,
- Ability to create and maintain working relationships with community organizations
- Knowledge of sexual victimization and survivor services
- Advocacy and crisis intervention skills
- Attendance of required trainings
- Support SAOP volunteers and interns as needed
- Report scheduling conflicts, problems, or other concerns to direct supervisor

Send cover letter, resume, and three professional references. Full position posting available at <https://www.saopseoh.org/contact/employment-opportunities/>

**Deliverables:**

- Client/support group service documentation/notes by the last day of each month
- Lesson plan files for all support groups provided to direct supervisor at least one week prior to group
- Create and maintain community-by-community goals and provide report monthly at staff meetings
- Create formalized referral process for at least one organization in community per month
- Identify and establish confidential meeting/work spaces in each county/community