



Bilingual Advocate Job Summary

Overview:

Primary duties of the position are victim advocacy with another focus on bilingual advocacy and outreach. Advocate must reside within 20 miles or a 30-minute drive to Gainesville, GA. The hourly, full-time position with benefits is responsible for direct advocacy services to survivors of sexual assault and their significant others, using Spanish-speaking, bilingual skills when needed. Applicants must have the ability to perform individually and within a team of staff and volunteers who respond to 24/7 emergency services that includes days, nights and weekend crisis line response and forensic medical exam accompaniment. Position includes interpreter, translator, and accompaniment roles, as well as outreach, support, and engagement in the Hispanic community. Ability to cultivate partnerships, enhance networks and streamline access and referral to community resources is essential. Initial and ongoing training compliance is significant and requires both face-to-face and online participation in varied schedules. Must have the ability to input and report data using various software and experience with Microsoft Office applications.

Qualifications: Bachelor's Degree in human services, social work, psychology, or a related field. Will consider commensurate experience. Some evenings and weekends required. Cover letter and resume required.

Direct Services in a six-county service area:

- *Provide crisis intervention for victims including the 24/7 Crisis Line, Emergency Room accompaniment, Law Enforcement & Judicial collaboration, and On-Call Support, including some nights & weekends
- *Victim support, assessment, and referral, including victim compensation claims
- *Interagency communication and collaboration and/or individualized intervention, assessment, health after-care, etc. with victims and secondaries
- *Medical, Law Enforcement and Judicial accompaniment and support
- *Provides outreach, education & awareness in communities & on campuses & interagency meetings and programs
- *Maintain accurate statistics and data collection used for program quality assurance, agency records and reports for funding sources

Other Focus: Bilingual Advocacy

- *Serve as interpreter for RRI and victims of sexual assault and their significant others
- *Receive referrals and provide services to victims who can benefit from advocacy by a Spanish-speaking person
- *Accompaniment/Assistance with U-Visa process
- *Translate and develop resources focused on informing and supporting the Hispanic Community; collaborate with other program staff for excellent internal referrals and ongoing development of community resource database
- *Create, enhance and/or maintain networks with community agencies and service providers, focusing on partnerships to streamline access, locate and offer services to victims and secondaries of the Hispanic community.

Interagency Collaboration & Networking & Public Awareness

- * Assist with events as delegated and participate in staff meetings, in-service trainings, certifications, & conferences
- * Support volunteer training and continuing education activities in roles such as facilitator or trainer, as well as support agency event/activity logistics (refreshments, materials, set-up, clean-up)
- * Support provision of training, curriculum, and resources for Allied Professionals as directed
- * Participate as needed in traditional awareness events, such as but not limited to Sexual Assault Awareness Month (SAAM), Jeans for Justice and Take Back the Night
- * Additional responsibilities as assigned

Compensation range \$42-\$47K based on relevant previous work experience.

Wonderful holiday and vacation paid time off, 401K with employer match, Monthly HRA after 60 days

For more information and details on how to apply please go to our website: <https://www.raperesponse.com/about-us/employment/>