

**POSITION TITLE:** **Campus-Based Advocate** (1.0 FTE) (Miami University).

**FUNCTION:** Provides crisis intervention and support, advocacy, information, and referral to campus survivors of sexual assault, domestic violence, dating violence, and stalking. This includes telephone, written, hospital, court, face-to-face and support group advocacy and crisis intervention. Works consistently within the mission, vision, and values of the Agency and consistent with university policy, procedures, and expectations.

**KEY JOB RELATIONSHIPS:** Reports to Director of Butler County Services, serves survivors, collaborates and coordinates with campuses, community agencies, organizations to provide appropriate resource/referral sources. Works in partnership with the campus Sexual Assault Response Coordinator.

**QUALIFICATIONS:** BA/BS in Education or Human Service Related Field or equivalent experience required. 1 year of experience in field (SA, DV, crisis intervention with victims, advocacy) preferred. 1 to 2 years experience delivering direct services in field preferred. Experience in training / education delivery preferred. Computer literacy (MS Office, databases, email, etc.) required.

**RESPONSIBILITIES & EXPECTATIONS:**

**Programming**

Provides direct crisis intervention services to campus survivors of sexual assault, domestic violence, dating violence and stalking.

- Provides telephone and one-on-one crisis intervention, hospital advocacy, civil and criminal court accompaniment, campus-based referrals, accompaniment to campus hearings, and possible support group facilitation (if support group is implemented on campus).
- Makes appropriate assessment of batterer and survivor lethality danger, assists client with safety planning and provides information and referrals with each client as appropriate.
- Makes needed assessment of batterer/primary aggressor, independently of assessments made by law enforcement or the courts, and ensures that all survivors of abuse are served regardless of their status as a Defendant, pursuant to Agency policy.
- Accompanies clients to proceedings/appointments/meetings as needed to provide information, advocacy, support, and safety.
- Advocates for survivors based on survivor-defined goals and with the consent of the survivor.
- Facilitates, advises, and works with existing campus SIV educational and/or support groups for clients, as assigned.
- Maintains access to reliable transportation and maintain insurance on vehicle(s) used for duties.
- Performs other client duties, as assigned and determined appropriate by WHW and the

campus client.

- Is available for back up after-hours duty at a minimum of once per month or as needed determined by the supervisor.
- Provides program services that are:
  - Client focused to support and meet client/community needs.
  - Excellent in quality and empowering to the clients.
  - Affirms the value of diversity and inclusion, and is respectful to all survivors (e.g., gender identity, class, race, ethnicity, ability, religion/spirituality, cultural identity, immigrant or refugee status, and sexual orientation).

### **Outcome Analysis of Programs & Continuous Improvement**

- Maintains highly accurate records / reporting systems / statistics and submits on time (e.g., documentation for WHW, for funders, for partner agencies).
- Participates in the on-going process of evaluation and revising policies, procedures, and forms as appropriate.
- Maintains file information that is usable and accessible to colleagues.

### **Agency Teamwork**

- Establishes and maintains effective and professional working relationships with coworkers, volunteers, interns, donors, and board members.
- Participates in any additional training and development opportunities provided by the Agency.
- Provides training, support, and evaluation of volunteer and interns assigned to this position, including verification of observation logs, as requested by supervisor.
- Participates actively in Agency meetings and functions.

### **Community Leadership**

- Serves on community based collaboratives that focus on dating violence, domestic violence, sexual violence, and stalking on campuses (i.e. Sexual and Interpersonal Violence Prevention Committee; It's on Us Miami University).
- Develops and maintains effective, professional, and collaborative relationships with others in the community—particularly campus communities and campus culture (networks with other campus based advocates and campus leaders in the region).
- Collaborates with OAESV Campus committees to promote effective response to campus survivors.
- Collaborates with other Agency staff to ensure the provision of crisis intervention, support and advocacy is coordinated with other community systems—particularly campus communities and campus culture.
- Exercises discretion when representing the Agency and maintains confidentiality in interactions within community as appropriate.
- Consistently advances the Agency and promotes positive public relations.

- Understands and respects the campus Title IX response protocol and other important policies and procedures related to SIV.
- Connect with student advocacy groups as needed/requested.
- Affirms the value of diversity, and is respectful of others in regards to/ does not discriminate based on gender, class, race, ethnicity, ability, religion/spirituality, cultural identity, immigrant or refugee status, and sexual orientation.

**Supervision:** N/A

**OTHER REQUIREMENTS:** To facilitate Agency effectiveness, may be expected to take on other duties assigned. Availability of transportation in order to provide service in the community is required.

<b>ACCOUNTABILITY:</b>	Director of Butler County Services
<b>TIME COMMITMENT:</b>	Full-time
<b>PAY BASIS:</b>	Hourly
<b>BENEFITS:</b>	As stated in the current Human Resources Policies

**CONFIDENTIALITY:** May be involved in confidential personnel, and interagency issues. Responsible for client confidentiality.

Women Helping Women complies with applicable laws requiring reasonable accommodations for individuals with disabilities. *Rev. 8/16*