

## **WOMEN HELPING WOMEN**

### **JOB DESCRIPTION**

**POSITION TITLE:** After-Hours Butler County Advocate (Stipend Based)

**FUNCTION:** Provides after-hour, on-call intervention, advocacy, support, information and referral to survivors of domestic violence and sexual assault. This can include telephone and face-to-face hospital advocacy in Butler County, OH. Works consistently within the mission statement of the agency.

**QUALIFICATIONS:** 1 year experience in field (SA, DV, crisis intervention with victims, advocacy) required. 1 to 2 years' experience delivering direct services in field required. Computer literacy (MS Office, databases, email, etc.) required.

#### **KEY AREAS OF RESPONSIBILITY:**

- Provide critically needed intervention services including over the phone crisis intervention, hospital accompaniment, holistic advocacy, etc., for survivors of sexual assault and intimate partner violence
- Demonstrates awareness of other agency programs and program goals; actively promotes teamwork, collaboration and cohesiveness
- Build rapport and maintain relationships with local hospital staff, law enforcement, prosecutors, mental health providers and additional community partners

#### **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**

- Consistently advances the Agency and promotes positive public relations
- Effectively builds relationships and partners with community entities
- Exercises discretion when representing the Agency and maintains confidentiality in interactions within community as appropriate
- Promotes teamwork and cohesiveness with WHW's positive work culture
- 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.

**OTHER REQUIREMENTS:** To facilitate Agency effectiveness, may be expected to take on other duties assigned.

**Direct Supervision of Staff and Volunteers:** 2+

<b>ACCOUNTABILITY:</b>	After Hours Supervisor of Hamilton and Butler Counties
<b>HOURS:</b>	Part-Time
<b>TRAVEL:</b>	80% Work from Home/20% Work in Community
<b>STATUS:</b>	Stipend/Hourly/Non-exempt
<b>BENEFITS:</b>	As stated in the current Human Resources Policy Handbook