

WHW's mission is to prevent gender-based violence and to empower all survivors.

POSITION TITLE: DVERT Advocate (Full-Time) - Hamilton County

FUNCTION: Provides crisis intervention and support, on-scene advocacy, information, and referral to survivors of domestic violence in concert with partnering Law Enforcement Agencies within Hamilton County. This includes telephone, text/chat, written, court, and face-to-face. DVERT operates 365 days a year, 24/7. Works consistently within the mission, vision, and values of the Agency.

KEY JOB

RELATIONSHIPS: Reports to the DVERT Supervisors, serves survivors, collaborates and coordinates with community agencies, organizations to provide appropriate resource/referral sources.

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 survivors of domestic violence with partnering law enforcement agencies.
- Provides telephone and text/chat follow ups to survivors from DVERT
- Ability to attend criminal court accompaniment with survivors who have contact through DVERT
- Flexibility to provide immediate on-scene advocacy and crisis intervention to survivors of domestic violence within 25 minutes in Hamilton County to 911 calls when needed.
- Ability to be on-call for a DVERT shift up to 12 hours when coverage is needed, including weekends.
- Provides input to development, implementation and continuous improvement of program goals.
- Demonstrates awareness of program and/or client needs when providing services.
- Demonstrates awareness of other agency programs and program goals; actively promotes teamwork, collaboration, and cohesiveness. .
- Assists client with safety planning and provides information and referrals with each client as appropriate.
- Makes needed assessment of abuser/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.

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- Maintains access to reliable transportation and maintains insurance on vehicle(s) used for duties.
- 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, law enforcement agencies, and board members.
- Maintains skills and awareness of current trends in the field in any trainings/in-service recommended to stay in current field.
- 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

- Develops and maintains effective, professional, and collaborative relationships with others in the community.
- Collaborates with other Agency staff to ensure the provision of crisis intervention, support and advocacy is coordinated with other community systems.
- Exercises discretion when representing the Agency and maintains confidentiality in interactions within community as appropriate.
- Consistently advances the Agency and promotes positive public relations.
- 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.

ACCOUNTABILITY: Reports to DVERT Supervisor

TIME COMMITMENT: Full-time with flexibility to work weekends

PAY BASIS: Hourly



WOMEN HELPING WOMEN: JOB DESCRIPTION

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BENEFITS: As stated in the current Human Resources Policies

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

WHW is an equal opportunity employer. WHW believes in equity and inclusion and welcomes diversity of experience and expression at the Agency in recruitment, hiring, training, compensation and promotion of diverse talent.

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