

**Job Title:** Direct Services Advocate

**Reports to:** Direct Services Manager

**Key Relationships:**

STAR staff and volunteers, SART nurses, A.P.D. staff and AK CARES staff, District Attorney staff

**Position Summary:**

Provide crisis intervention, advocacy and support for all victims and their families of sexual violence through one-on-one personal support sessions, crisis line coverage, medical and court accompaniment, and group facilitation.

**Qualifications:**

◆ **Education/Experience:**

- 1 year of social service work experience and bachelor's degree in related field or,
- 2-3 years social service work experience with 1 year of work experience being primarily crisis intervention related and Associate Degree, or
- 3-5 years social service work experience with 3 years of work experience being primarily crisis intervention related

**Preferred Experience:**

- 2 years of support group facilitation experience
- 2 years of educational group facilitation experience
- 2 years experience providing individual support to victims of sexual assault, sexual abuse, sexual harassment or domestic violence
- 2 years experience providing educational presentations to adults and children on the dynamics of sexual violence
- 2 years experience providing medical accompaniment to victims of sexual assault and/or sexual abuse

◆ **Knowledge, Skills & Abilities:**

- Knowledge of sexual assault, child sexual abuse and victim services as well as skills in crisis intervention and group dynamics is preferred.
- Must be able to manage multiple tasks.
- Must be proficient in computer use.
- Must be organized and detail oriented.
- Must be able to work with team-based decision making processes, and have the ability to identify and problem solve.
- Must possess the ability to work with culturally diverse clients, staff and volunteers.
- Must possess excellent written and oral communication skills.

◆ **Special note:**

- Must be able to respond to hospitals and advocacy centers within 45 minutes of dispatch.
- Must be able to work independently and be self-directed.
- Must have a valid Alaska driver's license and insured vehicle.
- Attend a 40-hour crisis line training within 6 months of hire.

- Rotating on-call and back-up coverage (including holidays) is required.

**Level of Responsibility:**

Maintains contacts of a confidential nature throughout the agency and outside the agency.  
May be required to use independent judgment in interpreting agency rules and policies.

**Job Responsibilities & Duties:**

- Utilize knowledge of sexual trauma to assist victims in individual sessions, support groups, and crisis response scenarios.
- Conduct lethality assessment, safety checks, and safety planning.
- Report suspected abuse of children and vulnerable adults.
- Assess the needs and provide support to secondary victims.
- Assess the needs of clients and make appropriate community referrals.
- Provide victims with legal advocacy for appropriate civil and criminal matters.
- Fulfill training orientation as required by the Counsel on Domestic Violence and Sexual Assault.
- Assist in carrying out the goals and objectives of STAR and assist in maintaining liaison relationships with the Anchorage support community.
- Attend agency meetings and consultations as scheduled and required
- Maintain accurate records and submit reports in a timely manner.
- Represent STAR in a professional and courteous manner.
- Stay current on issues relating to sexual assault and issues affecting sexual assault victims.
- Other related duties as assigned.

**Hours:** 40 hours a week. **Flexible to meet the needs of the agency.**