**POSITION TITLE: Community Response Advocate**

**HOURS: Monday-Friday 9am-5pm, with rotating on-call duties on nights and weekends**

**(FTE) 1.0 FTE**

**REPORTS TO**: **Executive Director**

Tides of Change (ToC) is a private nonprofit organization established in 1982, serving Tillamook County, Oregon, and is the primary community-based advocacy service for survivors of domestic/dating violence, sexual violence, stalking and trafficking. Our services include a 24-hour helpline, a confidential shelter, a drop-in advocacy center, counseling, and therapeutic art and support groups.

**Position Summary:** The Community Response Advocate is responsible for direct client services for victims of domestic/dating violence, sexual violence, stalking, and trafficking, and provides support to the oversight and coordination of the Coordinated Community Response Initiatives.

All persons of every race, ethnic background, spiritual belief, economic status, gender identity, sexual orientation, age or personal ability, are equally affirmed into membership, leadership and employment at Tides of Change and are welcomed and strongly encouraged to apply.

**Primary Duties and Responsibilities:**

* Provide emergency crisis intervention and case management services for individuals who are victims of domestic/dating violence, sexual violence, stalking, and trafficking, including but not limited to safety planning, emergency shelter, food and transportation, civil legal assistance, advocacy, information and referral and connection with other community resources
* Work cooperatively with government and social service agencies, with the goal of providing effective services for all survivors
* Advocate for victims with partnering agency systems to ensure high quality services to survivors
* Provide support services to the Coordinated Community Response Initiatives
* Solicit input from project partners regarding needed training and resources to enhance the effectiveness of the project
* Provide support and coordination of the Advocacy Initiated Response (AIR) protocol and provide follow-up partner trainings.
* Provide coordination support to the Tillamook County Sexual Assault Response Team: schedule meetings, ensure needed materials and prepared, identify, secure and/or provide requested training for SART members in collaboration with the SANE Program Manager
* Provide coordination support to the Tillamook County Domestic Violence Council: schedule meetings, ensure needed materials are prepared, identify, secure and/or provide requested training for council members in collaboration with the Executive Director
* Serve as the Prison Rape Elimination Act liaison with corrections facilities located in Tillamook County and their corresponding agencies: Oregon Department of Corrections, Oregon Youth Authority and Tillamook County Sheriff’s Office.
* Assist with the annual and ongoing review of protocols, procedures, policies related to CCR initiatives
* Research training and resource materials to present to partner agencies staff for consideration to meet project needs and cross training for ToC staff
* Collect data for reporting and evaluation purposes
* Complete all required documentation
* Participate in coverage of the Helpline after hours and weekends on a rotating schedule

**General Duties: (*to be included on all job descriptions*)**

* Participate in various team projects including team meetings, coordination and implementation of pertinent activities, and other duties as necessary or assigned by supervisor
* Maintain reports and documentation consistent with ToC procedures and turn in all reports and documentation in a timely fashion
* Attend appropriate community meetings and participate in collaborative community projects
* Attend relevant trainings
* Contribute to creation of press releases and media materials for job-related projects
* Make necessary referrals to general ToC advocates, and maintain inter-agency communication

**Qualifications and Skills-Required:**

* An understanding of domestic violence, sexual assault, and oppression.
* B.A., or equivalent training and experience.
* Ability to work with diverse groups of people including all ages, races, backgrounds, religions, etc.
* Proficient computer skills as necessary to meet program objectives.
* Reliable vehicle, current driver’s license and proof of insurance.
* Strong organizational and recordkeeping skills.
* Ability to work flexible hours and be self-motivated.
* Demonstrated ability to provide empathetic direct services and advocacy for survivors
* Strong communication and collaboration skills

**Qualifications and Skills-Preferred:**

* Bilingual in English/Spanish preferred
* Knowledge of community health and social service programs
* Have demonstrated program planning skills
* Previous completion of a 40-hour Domestic and Sexual Violence Advocacy Training
* Strong Supervisory Skills
* Proficiency with offering training
* An understanding of law enforcement
* Experience working in the areas of policy and systemic development and implementation

**To Apply:**

* Send your resume and cover letter to valerie@tidesofchangenw.org