

Part-Time Legal Advocate

The Center for Hope and Healing (CHH), is a private not for profit organization dedicated to healing and empowerment of survivors of rape and sexual assault through counseling, advocacy, and education. We are committed to creating an environment that is not racist, sexist, classist or homophobic and where sexual violence and other forms of oppression are eliminated. CHH currently seeks a Part Time (20 hour) Legal Advocate. This position reports to the Survivor Services Manager.

Responsibilities within the Survivor Services Department include but are not limited to the following:

- Provide crises interventions, follow-up, support, advocacy, information and referral to survivors (walk-in) in person or on crises line.
- Work with survivors by phone, in face-to-face meetings, and in court.
- Provide information and referral about legal and other community resources.
- Provide information about restraining orders, family court, criminal court, immigration laws, and other legal procedures.
- Assist survivors in safety planning, identifying options and problem solving.
- Maintain cooperative working relationship with community agencies such as the county court system, including the Victim Witness Program of the District Attorney's office.
- Assist survivors filling out the "Application For Crime Victim Compensation" and to return it to the Victim Compensation and Assistance Division for verification.
- Stay up-to-date and have a thorough knowledge of all legislation that may affect victims of crime.
- Act as a survivor advocate with government, police, legal and partnering agencies.
- Provide monthly/quarterly reports.
- Provide back-up coverage to 24-hour hotline as needed (including daytime/office hour coverage).
- Other duties as determined by the Survivor Services Manager.

Desired Skills/Qualifications:

- Bachelor's degree required in related field of human services, criminal justice or education. Master's degree preferred.
- Minimum of 2-3 years' work experience in advocacy, crisis intervention or counseling rape survivors or experience in related field such as public health, education or social services
- Experience affecting social change through community education
- Excellent presentation skill and communication skills both verbal/written
- Bilingual in Spanish, Khmer or Portuguese, highly desired

Supervised by Survivor Services Manager

Clinical Supervision by LICSW or LMHC

A CORI, driver's license and access to car required

Competitive salary

Please send resume and cover letter to Kate Lessard, Director of Programs at kate@centerforhopehealing.org, please indicate Part-Time Legal Advocate in subject line

CHH is an Affirmative Action/Equal Opportunity Employer.