

JOB TITLE: High Risk Team Advocate
DEPARTMENT: Survivor Support Services Program
SUPERVISOR: Coordinator, Domestic Violence Services
WORKING HOURS: 40 hours per week

QUALIFICATIONS:

Education: BA/BS or combination of education and experience in the social work, refugee or human services area. MSW preferred.

Experience: Experience serving victims of violence and/or trauma is preferred is required. Experience with diverse cultures and providing direct human services is required.

Additional Requirements:

- Excellent communication (oral and written) , interpersonal and organizational skills, including effective time management
- Flexible schedule to accommodate the needs of the agency and our clients
- Ability to work cooperatively with clients, co-workers, management and the public
- Ability to work in a multi-cultural setting and communicate with a clients from a variety of ethnic and religious backgrounds and lifestyles
- Must adhere to the Social Worker's Code of Professional Ethics
- Current valid driver's license, and access to own transportation
- Ability to meet short timelines, under pressure
- Must have basic computer skills for data entry, use of email, and developing typed documents as needed.

JOB SUMMARY:

The Advocate will work in coordination with Erie County's High Risk Team Coordinator and Planning Team to facilitate and expand the innovative work of this progressive community collaborative. The Advocate's primary responsibilities will include collaborative efforts with advocates working on cases at the highest risk for lethality due to domestic violence within Erie County; ensuring thorough review by the multidisciplinary High Risk Team, as well as comprehensive follow-up as the case moves through the review process. The Advocate is expected to support the Coordinator's efforts to consistently evaluate and improve the effectiveness of this program to more comprehensively meet the complicated needs of this emerging population

In addition, the Advocate will serve as the primary contact for a small number of high risk survivors on the IIB caseload; providing victim advocacy, crisis intervention, safety planning, general intake, service assessments, court accompaniment and advocacy and coordination of support services both on-site and within the Western New York community. On-call responsibilities occur periodically.

LEVEL OF SUPERVISION:

Works under general supervision of the Director of Survivor Support Services and the Coordinator of Domestic Violence Services with weekly and on-going supervision, as needed.

DUTIES AND RESPONSIBILITIES:

- Field all referrals for the High Risk Team;
- Ensure all referrals include comprehensive information to ensure appropriate and thorough review at the HRT Meetings;
- Liaise with primary advocates on all HRT cases to ensure clearly communicated strategy for survivor safety and offender accountability;
- Coordinate services and support for HRT survivors, in collaboration with their primary advocate;
- Collect data related to HRT cases and work with HRT Coordinator to analyze and implement data-driven strategies to improve work of HRT;
- Serve as primary advocate to small caseload of high risk survivors at IIB, performing direct services that may include
 - court accompaniment and advocacy within the criminal justice system,
 - intake and service needs assessments,
 - developing culturally and linguistically appropriate service plans, safety assessments, and safety planning,
 - assisting in all identified legal service needs including compilation of VAWA immigration petitions and serving as liaison between legal partners and survivor.
 - providing domestic violence education and long-term support service referrals;
 - Coordinating, ensuring and/or advocating for appropriate interpreting and translation services;
 - Making appropriate referrals for shelter, health/mental health screening/treatment, ESL, and schools and assist with public assistance applications;
- Adhere to agency documentation and data collections standards and procedures;
- Attend professional development trainings;
- Meet reporting deadlines;
- Adhere to organization client confidentiality policies and procedures;
- Complete tasks as needed regarding program evaluation;
- Attend departmental supervision and agency meetings as required;
- Perform on-call, emergency duties, as needed and carry work cell phone;
- Perform other duties as required.

WORKING CONDITIONS:

- Must be able to travel to sites using own personal vehicle and follow all state and local auto safety requirements such as seat belt and child car seat use.
- Schedule may include periodic weekend and/or evening hours as needed to meet the demands of our clients.

HOW TO APPLY:

Send resume and cover letter to afleischauer@iibuff.org – Amy Fleischauer, Director of Survivor Support Services. Email only please.