On-Call Sexual Assault Advocate

Reports to: Iowa Program Director

Contract Position-1099

# Contract Scope of Work

* The On-Call Sexual Assault Advocate has the primary responsibility for providing on-call in-person response within one hour of dispatch to hospitals, law enforcement centers, and other 24-hour facilities to provide crisis support, advocacy, and crisis intervention and supportive services to adult and child survivors of sexual assault and abuse in accordance with Riverview Center service and the Iowa Coalition Against Sexual Assault (IowaCASA).

# DUTIES AND RESPONSIBILITIES

* Provides direct services to survivors of sexual assault including:
* Medical Advocacy: On-Call Crisis Response to any medical center in the service area.
* Legal Advocacy: On-Call response to any law enforcement center in the service area.
* Provide referrals for the agency’s services as well as referrals to other organizations to meet client’s immediate needs.
* Provide trauma informed advocacy in crisis situations to survivors of sexual assault and their significant others.

**Requirements:**

* Complete the 30 hour Iowa Victim Counselor Training and shadow agency staff.
* Document all direct and indirect services and report the information to the Iowa Volunteer Coordinator within 24 hours of response.
* Attend meetings and individual supervision as required to maintain Victim Counselor Certification; prepare appropriately. Attend Advanced Victim Counselor Training to achieve Certified Sexual Assault Advocate distinction within one year.
* Access to immediate, reliable, and insured transportation.
* Provide feedback to the Iowa Program Director to assist in developing new programs, current services, and barriers, challenges, and strengths of the services provided.
* Maintain agency and client confidentiality.
* Maintain availability to be on call Monday through Friday, 8 pm to 6 am or as assigned.

### Knowledge and Skills:

* High Diploma required, continuing education in Psychology, Social Work, Sociology, Criminal Justice or related field preferred.
* Knowledge of sexual assault issues, the criminal justice system and the commitment to understand sexual violence/abuse and how it impacts the lives of the victims and, impact on other social problems.
* Excellent interpersonal and communication skills.

**Work Environment:**

When applicable and appropriate, consideration will be given to reasonable accommodations.

Mental: Clear and conceptual thinking ability; excellent judgment and discretion; ability to handle work-related stress; ability to handle multiple priorities simultaneously; and ability to meet deadlines.

Physical: travel as required

Auditory/Visual: Hearing, vision and talking

Commitment to the philosophy and program of Riverview Center, which includes a commitment to impact assault/abuse, sharing in the belief in helping create a society free from violence, and in working in a cooperative environment.

I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ have read the Contract Scope of Work for the **On-Call** **Sexual Assault Advocate** and understand the responsibilities of this position.

The undersigned parties acknowledge and agree that the employment relationship is one of independent contractor (i.e. a 1099 employee) as opposed to an internal employee (i.e., a W2 employee). Riverview center does not control how the independent control achieves their goals, except requiring those trainings or methods as required by regulations or certifications.

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#### Signature of Contractor Signature of Executive Director

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##### Date Date