



## **Hall County Lead Advocate**

Rape Response, Inc  
Gainesville, GA

### **Job details**

Advocate  
Full-time

### **Qualifications**

- Bachelor's Degree required, Master's Degree preferred
- Driver's License (Required)

## **Hall County Lead Advocate**

**Program:** Advocacy

**Reports to:** Executive Director

**Starting Pay:** Dependent on degree and experience

### ***Position Summary:***

Rape Response, Inc. (RRI) is a non-profit organization dedicated to providing resources and advocacy to adolescents and adults survivors of sexual assault age 13 & older within a six-county service area (Dawson, Forsyth, Habersham, Hall, Lumpkin and White counties). To fulfill our mission RRI serves as a system of support, education, and advocacy, providing services to the community and to survivors of sexual assault while safeguarding the dignity of each person served.

RRI offers specific services to all clients, including Crisis Intervention, Counseling, Advocacy, Education and Awareness. RRI is an equal opportunity employer.

The Hall County Lead Advocate reports to the Executive Director and assists with ensuring that survivors of sexual assault are offered accessible, safe, trauma-informed services 24 hours a day, seven days a week. This role provides the following direct services to survivors of sexual violence: crisis response, advocacy within the various systems of care, resources and referrals. The Advocate also attends meetings and represents sexual assault services in the community, attends sexual assault services outreach events, assists with grant writing, and completes documentation of services. As with all RRI employees, the Hall County Lead Advocate must be committed to providing services with and to a variety of cultures with cultural awareness, sensitivity and humility.

## **Departmental Competencies**

- **Communication:** Expresses ideas effectively in writing and verbally; shares ideas and information with others proactively; organizes and delivers information appropriately; style and content of communication is audience-specific; actively and empathetically listens.
- **Teamwork:** Interacts with people effectively; able and willing to share and receive information; cooperates within groups and across groups; supports group decisions and puts group goals ahead of own goals.
- **Initiative:** Generates innovative ideas for improvement and problem-solving; practices self-development; does more than required and takes advantage of new opportunities.
- **Sense of urgency:** Prioritizes responsibilities of role appropriately; demonstrates enthusiasm and energy in approaching job; consistently meets or exceeds goals; maintains high level of productivity and self-direction.

## **Crisis Response and Coordination**

### ***Primary Position Duties:***

- Provide 24/7 crisis intervention for survivors in the Emergency Room, with Law Enforcement and Judicial partners
- Medical, Law Enforcement and Judicial accompaniment and support
- First call and back-up for first call on 24/7 crisis line
- Provide individualized support, options, assessment and referrals, including assistance with Victims' Compensation claims, for victims and secondaries
- Create, enhance and/or maintain networks with other community agencies and service providers to determine, locate and offer services to victims
- Establish and maintain a collaborative and cooperative relationship with primary service providers, such as law enforcement agencies, criminal justice systems, healthcare professionals, schools, faith communities, social service agencies, domestic violence and child advocacy centers
- Coordinate provision of services with collaborative partners to streamline access to remedies and resources for victims
- Collaborate with other staff members as needed for client referrals, donation needs, or volunteer opportunities.
- Maintain updated comprehensive resource lists of community agencies and work closely with Rape Response program staff in maintaining the resource lists
- Enter and maintain accurate statistical and demographic data for program quality assurance, agency records and reports and funding sources in CaseWorthy and report all data to Executive Director as requested

## **Support Rape Responses programs and collaboration efforts primarily in Hall County**

- Build and maintain positive relationships with the SART (Sexual Assault Response Team) and attend SART meetings
- Serve as liaison attending meetings and representing sexual assault services in the community
- Expand agency reach by networking and establishing relationships with leaders primarily in Hall County
- Develop new strategies for collaborating with community partners
- Plan, orchestrate, and execute community outreach efforts to promote the RRI's services
- Assist with volunteer program responsibilities as needed
- Assist with grant writing and special events as needed
- Assure that all program activities meet or exceed state and federal contract standards
- Adhere to and follow all Rape Response policies and procedures (see policy manual for details)
- Promote the mission of Rape Response, Inc. in all professional interactions
- Additional responsibilities as assigned by Executive Director

### **Required Qualifications:**

- Bachelor's degree required, Master's preferred in Social Work, Psychology, Counseling, Mental Health Counseling, Criminal Justice or a related field
- Experience intervention/human services
- Sensitivity to victims' rights and sexual assault issues
- Understanding of sexual violence and related issues and/or willingness to learn
- Demonstrated cultural competency in working with marginalized communities
- Flexibility and ability to manage time and tasks effectively required
- Must be willing to be on-call for victim assistance (after hours and weekends), as scheduled
- Access to reliable private transportation with appropriate license and insurance and ability to travel throughout the service area
- Must live within 30 minutes of Northeast Georgia Medical Center's main Gainesville campus
- Satisfactory criminal background check and drug screen
- Business casual attire
- Public Relations and Communications skills
- Knowledge of community resources
- Completion of required Agency Training within three months of employment

### **Work Environment**

This job operates in a professional office environment. This role routinely uses standard office equipment such as computers, phones, photocopiers, filing cabinets and fax machines.

**Work Location:** One location with travel for provision of direct advocacy services, to meetings with community and collaborative partners and to attend forensic medical exams.

**Physical Demands**

Occasional lifting and hauling of supplies 30 pounds and less; travel and attend offsite meetings.

**Schedule:**

- Monday - Friday
- On-call
- Weekend, evening and holiday availability

Job Type: Full-time

Pay: Dependent on degree and experience

**Benefits:**

- 401(k)
- Paid time off
- Professional development assistance

**Schedule:**

- 8 hour shift
- Monday - Friday
- Holidays
- Weekend availability
- On-call