



DELAWARE TRIBE OF INDIANS

JOB DESCRIPTION

Position: Mobile Victim Advocate
Department: Family & Children Services
Employment Status: Regular
Class: Full-Time
Location: Mobile in assigned service area / Caney, KS / Bartlesville, OK
Immediate Supervisor: Victim Advocate Coordinator

General Description:

The primary role of the victim advocate is to support and assist victims of domestic violence, sexual assault, stalking, harassment, and teen dating violence in finding safety, leveraging resources, and bettering their lives. Assigned service area will be Chautauqua, Elk, and Montgomery OR Wilson, Neosho, and Labette Counties in Kansas. Company vehicle will be provided for work travel.

Minimum Qualifications:

Bachelor's Degree in Social Sciences OR 3+ years of experience working in the fields of domestic violence advocacy or crisis intervention. Demonstrated understanding of the dynamics of domestic violence and effective intervention strategies preferred. Skilled in working with sensitive issues and committed to respecting the confidential nature of the work. Ability to work effectively with clients of diverse sexual orientations, races, ethnicities, cultures, religions, and socioeconomic backgrounds. Demonstrated problem-solving approach. Proficient in data collection and reporting. Strong written and oral communication skills.

Job Responsibilities:

Provides crisis intervention and advocacy services utilizing trauma-informed, client-centered practices.

Assists victims in completing the ex parte order of protection paperwork, presenting the protective order petition to the Court, and understanding the legal process.

Assists victims in identifying and obtaining resources for basic needs.

Provides ongoing advocacy, goal-setting assistance, and safety planning.

Regular travel inside assigned service area. Office space in Caney, KS, but >60% mobile.

Completes accurate data collection on client services and assists in reporting to grantors.

Represents FCS in developing key partnerships and at community engagement events.

Other duties as assigned by the Director or Advocate Coordinator.