

Sexual Assault Services



Victim Advocacy

Sexual Assault
Nurse Examiners

Prevention Education
Programs

Counseling Services

Volunteer Program

Child Advocacy
Center

Position: Volunteer Victim Advocate
Department: Sexual Assault Services
Program: Volunteer Advocacy Program – Calhoun County & Van Buren County
Hours: On-call shifts
Reports to: SAS Volunteer Coordinator
Function: Meet the direct needs of survivors & their non-perpetrating support system, by offering crisis intervention, support, advocacy, information & referrals

Responsibilities:

- Provide empathic, non-judgmental support & advocacy to survivors & secondary victims onsite
- Provide responsive coverage for assigned on-call shifts via crisis line & pager system
- Sign up for a minimum of two shifts per month & assure appropriate replacement coverage if unable to cover assigned on-call shift
 - **Calhoun Co. shift options:** 8:00 am-5:00 pm & 5:00 pm-8:00 am
 - **Van Buren Co. shift options:** 7:00 am-5:00 pm, 5:00 pm-11:00 pm, & 11:00 pm-7:00 pm
- Observe confidentiality policy regarding all client & agency information
- Complete & submit required paperwork
- Attend monthly volunteer victim advocate meetings
- Adhere to policies & procedures of SAS.
- Complete the screening process & advocate training prior to taking on-call shifts.

Qualification Requirements:

- 18 years or older
- Ability to relate to survivors in a patient, empathic, non-judgmental manner
- Work in a mature and professional manner
- Commit to a minimum of six months of service following training completion
- Be resourceful, self-motivated, dependable & informed on the issue of sexual assault
- Have access to reliable transportation
- Listen with compassion to someone in crisis.
- Ability to be patient & non-judgmental in relation to survivor's interests & attitudes.
- Ability to work under pressure.

Training & Supervision:

- Successfully complete Victim Advocacy Program screening & training
- Attend monthly volunteer victim advocate meetings
- Maintain contact with the Volunteer Coordinator & communicate client concerns accordingly
- Submit appropriate paperwork in a timely manner
- Complete additional training if deemed necessary by the Volunteer Coordinator

Possible Response Sites:

Calhoun Co.

Bronson Battle Creek
Bronson Fieldstone
Oaklawn Hospital
Calhoun Co. Police Departments

Van Buren Co.

Bronson LakeView
Domestic Violence Coalition, Inc
Van Buren Co. Police Departments



NATIONAL
CHILDREN'S
ALLIANCE®

ACCREDITED
MEMBER

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