



JOB DESCRIPTION

Position: Bilingual Prevention Educator/Advocate
exempt, full time

Hourly, non-

Compensation: \$21.95/hour plus on call stipends and language stipend
After completing 6-month probationary period move to \$22.39/hour

North Coast Rape Crisis Team (NCRCT) is a mission driven organization committed to the prevention and intervention of sexual violence. We view this work through an intersectional lens, understanding that we must empower others through the unlearning of oppression.

NCRCT seeks an enthusiastic, pragmatic, organized person who can excel in education, administrative and client services tasks. This position is based out of the Del Norte County office. Travel to the Humboldt County office to meet administrative and client needs may be required.

RESPONSIBILITIES:

Under the direction of the Director of Del Norte Services, this position is responsible for the provision of prevention and intervention services to survivors and significant others. Working collaboratively with office teammates, this position works as an “all-hands on deck” approach to prevention education and advocacy.

DUTIES:

- Provide crisis intervention, advocacy, accompaniment, and information and referral services on the 24-hour crisis line
- Provide crisis intervention, advocacy, accompaniment, and information and referral services for clients reporting to law enforcement agencies, hospitals, court proceedings & other community agencies
- Provide short-term peer counseling to a limited caseload
- Participate in on-call schedule, including nights and weekends
- Attend multidisciplinary task force meetings on behalf of agency
- Maintain records and enter data for services provided
- Assist agency with grant reporting, as directed
- Attend staff and case management meetings
- Facilitate Prevention Education, Community outreach and Professional Development
- Other duties, as assigned by supervisor(s)

QUALIFICATIONS:

- Must be bilingual (Spanish/English)
- Must be able to work flexible hours including nights and weekends
- High school diploma or equivalent
- Computerized data collection program experience highly desirable
- Excellent written and oral communication skills
- Commitment to the mission and values of the agency, including a world without violence

- Ability to remain calm and act clearly, knowledgeably, and assertively in a crisis situation.
- Ability to take direction, work accurately, independently and in cooperation with others; in an organized, self-motivated, sensitive, and professional manner.
- Ability to make decisions alone, often under pressure, and to know when to seek consultation
- Must have unlimited access to insured vehicle and current valid driver's license
- Appropriate clearance of background check before hire

DESIRED:

- Completion of NCRCT state-certified Sexual Assault Counselor training (may be completed after hire)

BENEFITS:

Health, dental, and life insurance (pending approved application) available after 2 months of employment (99% paid by employer). Paid holiday, sick and vacation leave, (accrued monthly). Enrollment in 403b retirement plan available.

EQUAL OPPORTUNITY EMPLOYER

NCRCT values a diverse workplace and strongly encourages applications from Folx who are Black, Indigenous, People of Color, LGBTQ+, Trans, Queer, Non-Binary, Disabled, Immigrants, Veterans, System-Impacted, Parents, and anyone who has experienced systemic oppression and/or gender-based violence. Applicants with bilingual skills in Spanish, Hmong and/or ASL are strongly encouraged to apply.

COVID 19 POLICY

Please note that in an ongoing effort to reduce risk of COVID exposure in the workplace, all employees and volunteers must be fully vaccinated unless there is a medical or religious reason one should not receive the vaccine.

TO APPLY

Complete one-page cover letter outlining your commitment to the mission of the agency. Attach resume and references. Send application package to hr@ncrct.org