

## NORTH COAST RAPE CRISIS TEAM

### JOB DESCRIPTION

Position: Part-Time On-Call Advocate grant funded, **In person response to Humboldt County survivors within 30 minutes required.**

Compensation: \$21.95/ hour (when responding to crisis line). \$100.00/24 hour Standby shift, \$75.00/15.5 hour Standby shift (2 weekends/month: Friday 5:00 PM through Monday 8:30 AM) + sharing holidays.

NCRCT values a diverse workplace and strongly encourages applications from Folx who Black, Indigenous are, 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.

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.

### RESPONSIBILITIES

Under the direction of the supervisor, the On-Call Advocate will assist in providing services to the clients of the NCRCT and carry out tasks to ensure the efficiency of the response on the 24-hour crisis line.

### SPECIFIC DUTIES:

- To provide on call crisis services for a minimum of two full weekends (Friday pm, Saturday and Sunday) a month.

- Assistance with Holiday on-call coverage

- To provide crisis intervention, follow up, referral, advocacy and accompaniment for clients going to law enforcement agencies, hospitals & other agencies

- To answer the crisis line, handle basic inquiries, respond to requests for information

- To record services provided

- To case with the relieving on-call advocate

- To attend case management meetings and In-service trainings

- To maintain positive, equitable and professional relationships with co-workers/other professionals

- To communicate with immediate supervisor any concerns or feedback about individuals from networking agencies, answering service and members of the team

- To perform other tasks as directed by the supervisor

- Office hours schedule to be as determined by Supervisor

### QUALIFICATIONS:

- Multicultural/bilingual experience highly desirable

- Commitment to the prevention of sexual assault

- Commitment to the empowerment of people and unlearning oppression

- Must be able to work weekend and holiday hours

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High school diploma or equivalent

Good listening and communication skills and/or counseling experience desirable

Completion of certificated rape crisis training (May be completed after hire)

Ability to remain calm, act clearly, knowledgeably and assertively in a crisis situation

Ability to interact sensitively, and professionally and without discrimination with clients, co-workers, all community agencies and personnel in the criminal justice system

Ability to take direction; work independently and in cooperation with others in an organized, self-motivated, efficient manner

Must have unlimited access to a reliable insured vehicle

Possess a valid driver's license

Appropriate clearance of DOJ background check

Must be 18 years or older-adult legal liability

### **PHYSICAL REQUIREMENTS:** (Physical activity)

All of the job functions listed above, to greater or-lesser degrees, involve the following physical demands: Close vision, hearing/listening, clear speech, good manual dexterity and fine motor coordination, physical mobility and flexibility. Continuous sitting, standing and walking necessary. This position requires frequent computer use and occasional lifting of up to 50 pounds.

### **MENTAL REQUIREMENTS:**

All of the job functions listed above involve to greater or lesser degrees the following mental demands: Complex reading and writing, clerical, analyzing perception/comprehension, math skills, (Good) judgment, decision-making.

### **BENEFITS:**

Sick leave is prorated based on hours worked to hours in the pay period.

Tax sheltered annuity retirement by employee elective contribution

Other benefits as required by law are State Unemployment Insurance/Employment Training Tax, Worker's Compensation, Social Security and Medicare contributions. EOE.