

## NORTH COAST RAPE CRISIS TEAM

### JOB DESCRIPTION

Position: Bilingual 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). \$75.00/24 hour Standby shift, \$50.00/15.5 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 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.

### 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:

- Must be bilingual, with the ability to speak fluent Spanish and English

- 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

- 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

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- 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)

The job functions listed above involves to a greater or lesser degree the following physical demands: Hearing/listening, clear speech, physical mobility and flexibility continuous sitting, standing and walking necessary

**MENTAL REQUIREMENTS:**

The job functions listed above involves to a greater or lesser degree the following mental demands: Analyzing, perception/comprehension 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. Equal Opportunity Employer.