



## JOB DESCRIPTION

Position: On-Call Sexual Assault Advocate (PT)

Grant funded position.

Compensation: \$21.95 when responding to crisis calls  
\$75 stipend for 8.5-hour day shift 8:30-5 M-F

NCRCT seeks a pragmatic, empathic individual to meet the needs of survivors. NCRCT values a diverse workplace and strongly encourages applications from Folx who identify as 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.

**In person response to survivors in your primary county required within 30 minutes.**

### SPECIFIC DUTIES:

- To provide on call crisis services between the hours of 8:30-5pm Monday-Friday
- Assistance with Holiday on-call coverage
- To provide crisis intervention, follow up, referral, advocacy and accompaniment for clients, such as court accompaniments, going to law enforcement, hospitals & other agencies as requested through the hotline or supervisor
- 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 meeting, all staff 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 a
- To perform other tasks as directed by the supervisor
- Provide peer counseling to clients who meet the criteria

### QUALIFICATIONS & SKILLS REQUIRED:

- Commitment to the prevention and intervention of sexual assault, (healing can happen)
- Commitment to the empowerment of people and to unlearning oppression
- Must be able to work weekday, weekend and holiday hours

**Humboldt County**



Hotline: (707) 445-2881  
Business: (707) 443-2737



425 I Street  
Arcata, CA 95521

**Del Norte County**



Hotline: (707) 465-2851  
Business: (707) 465-6961



983 3rd Street, Suite A  
Crescent City, CA 95531

- High school diploma or equivalent
- Good listening and communication skills and/or counseling experience desirable
- Multicultural experience highly desirable
- Successfully complete initial 70 Hours of state certified Crisis Training and eight on-going hours each year
- Ability to remain calm in a crisis, act clearly, knowledgeably and assertively in a crisis
- Ability to interact sensitively, and professionally 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 means and capacity to run job related errands (unlimited access to an insured vehicle)
- Willingness to sign a waiver authorizing NCRCT to complete a background check
- Valid California Driver's License and Proof of Insurance

**MENTAL REQUIREMENTS OF JOB:**

All of the job functions listed above involve the following mental demands: Complex reading and writing, clerical, analytical perception/comprehension, and math skills. (Good) judgment and sound decision-making essential.

**BENEFITS:**

Benefits as required by state law are State Unemployment Insurance/Employee Training Tax, Workers Compensation, Social Security and Medicare contributions and sick leave. EOE.

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