University of Delaware

Position Description

Position Title: Victim Advocate

Department/Unit: Student Wellness & Health Promotion

College/Admin. Office: Division of Student Life

Title of Supervisor: Program Coordinator, Victim Advocacy, Student Wellness and Health Promotion

Level: Miscellaneous Wage Employee (Temporary Position)

Context of the Job:

Student Wellness & Health Promotion focuses on health promotion and universal prevention strategies to assist students in pursuing optimal wellness and to enhance their academic success. Student Wellness & Health Promotion also provides intervention services for students related to their alcohol or drug use and victimization experiences.

The Victim Advocate will provide confidential crisis counseling and victim advocacy for victims of sexual assault, dating/domestic violence, sexual harassment, exploitation, and stalking. The Victim Advocate provides advocacy to students who wish to engage in the sexual misconduct process as a complainant, to prepare them for and accompany them to meetings and interviews throughout the process. The Victim Advocate assists victims in seeking academic accommodations, housing changes, ban from contact, etc., and provides information and support to victims who wish to report to police or seek community remedies such as a civil protective order, victim’s compensation, termination of a lease, etc.

Responsibilities:

- Provide individual crisis counseling and victim advocacy appointments to students regarding sexual assault, intimate partner violence, stalking, sexual harassment, exploitation, and healthy relationships. When necessary, manage crisis situations, referrals or hospitalization for suicidality, referrals to the Student Behavioral Consultation Team, and make mandatory reports as required by state and federal law.
- Assist victims seeking assistance through: academic accommodations, ban from contact, emergency housing, financial compensation or assistance, etc. Assist victims who wish to engage in the campus conduct process as complainants, who report through the criminal justice system, and/or who wish to seek a civil protective order. Provide referral to on and off campus resources.
• Assumes SOS Tier Two on-call roles and act as primary contact/back-up and decision-maker for student crises involving sexual misconduct in compliance with University protocols, State and Federal laws.
• Conduct assessments to gauge client satisfaction and success in accomplishing their goals for engaging with individual appointments and/or support group.
• Assist the Program Coordinator for Victim Advocacy with training new S.O.S. victim advocates.
• Assist in providing educational programs and outreach related to sexual- & gender-based violence.
• Provide limited administrative support related to Victim Advocacy and S.O.S. operations as needed (ordering supplies, scheduling events, creating and sharing feedback forms, assisting with social media, etc.).
• Participate in the staff Case Consultation team meetings. Participate in the staff’s “Sexual Misconduct Team” to provide practical input for prevention and education efforts from the perspective of a direct service provider.
• Cultivate and maintain positive, collaborative relationships with our campus and community partners.
• Other duties as assigned.

Qualifications:

• Minimum of a Bachelor’s Degree from an accredited school or university in a behavioral science or helping profession (e.g., clinical social work, counseling, psychology, psychiatric nursing, or related field). Master’s preferred.
• Certification through the Delaware Coalition Against Domestic Violence and/or the National Organization for Victim Assistance is preferred. If not, willingness to complete certification is required.
• Willingness to comply with background checks and child abuse registry checks.
• 2 years’ experience in a behavioral science or helping profession is preferred. Direct experience working with victims is required.
• Specialized training in trauma, crisis intervention, victimization, and in providing services to victims of intimate partner violence and/or sexual assault.
• Working knowledge of ethical guidelines and ability to practice according to national ethical standards.
• Excellent verbal and written communication skills.
• Ability to plan, implement, evaluate and report activities.
• Ability to respond appropriately, and in a timely manner, to emergency and urgent situations, and to maintain a consistent and dependable work schedule.
• Ability to collaborate with colleagues and work on team projects.
• A demonstrated commitment to cultural competency, diversity and inclusion is important.
• Knowledge of college student development theory, and experience in the college/university setting is a benefit.
• Ability to work effectively with a wide range of constituencies in a diverse community and rapidly changing technical environment.
Commitment to fostering a workplace culture of belonging, where diversity is celebrated, and equity is a core value.

All interested candidates should submit a resume and a cover letter to Helen Ann Lawless via email, at hlawless@udel.edu for consideration.