

Job Title	<i>Crisis Treatment Counselor/Community Educator/Exempt – Vacant</i>
Full-Time Position - Reports to	<i>Executive Director & Victim Services and Program Manager</i>

Last Date Revised: June 19, 2019

Revised By: Xiomara Harris, Executive Director

Approved By: Board of Directors on 6/21/19

Job purpose

- To offer 24/7 crisis intervention, information and referrals to all victim/survivors of sexual violence. Provide counseling, support group services, hotline services and community awareness education to namely but not limited to adult victim/survivors of sexual violence. Attend community meetings as assigned, teach victim advocate training and fund-raise.

Duties and responsibilities

- Direct crisis counseling services to victim/survivors of sexual assault and domestic violence.
- Provide individual counseling and support groups on and off site for survivors.
- Provide clients with long-term counseling referrals.
- Provide crisis intervention (short-term) via the 24-hour hotline and hospital/legal accompaniment.
- Provides direct services to victims that respond to the emotional, psychological, or physical needs of crime victims. Assist victims to stabilize their lives after victimization and restore a measure of security and safety for the victim.
- Identify and participate in events to raise community awareness around sexual assault and to identify allied professionals who can act as a resource for clients needing long term services.
- Maintain data to submit statistical information for grant and funding purposes.
- Attend and actively participate in all required staff meetings, fund-raisers, trainings, and community functions with the Center's mission, vision and goals in mind as a team player.
- Perform other duties as assigned.
- Attend community meetings; councils, SARTS and/or committees assigned by supervisor.
- Maintain a caseload of clients (20-35) as well as follow up.

Qualifications:

Knowledge: Demonstrated knowledge of sexual violence, public awareness and crisis intervention services. Knowledgeable of the principles of sound therapeutic practices with victims of sexual abuse/assault, including working with the continuum of sexual abuse/assault services. Ability to

provide group, individual, and family counseling sessions. Strong oral communication skills required to effectively communicate with a broad range of individuals. Professional verbal and written communication skills. Must have excellent organizational skills, with attention to detail, and be able to maintain accurate records. Ability to prioritize, flexibility, and experience in working on multiple tasks efficiently and effectively. Must be able to set goals and create timelines for implementation; must be able work independently. Strong work ethic, positive attitude, empathetic outlook and the desire to be part of a diverse and dedicated team of advocates is a must.

Education: Master’s Degree from an accredited college or university in mental health, substance abuse, counseling and/or human relations field, licensure eligible, under Supervision or licensed. Experienced working with trauma and understanding how to effectively work with this population.

Experience: Minimum of 3 years’ experience, preferably providing direct services in sexual assault and family violence prevention work. Awareness of best practices of sexual violence prevention, risk reduction and survivor support strategies. Demonstrated ability and experience working with diverse populations.

Working Conditions:

General office environment; no exposures to extreme heat, cold, noise. Some travel may be required. 40 hours a week, M-F business hours though some evenings and weekends may be required based on scheduling. Must live within required (12 mile) range of Riverside Regional Medical Center in Newport News, VA.

Physical Requirements: Primarily a sedentary position with occasional standing, sitting, bending and reaching required. A high energy level; comfortable performing multifaceted projects in conjunction with day-to-day activities.

EEO Statement:

The Center is an Equal Opportunity Employer and considers all candidates for employment regardless of race, color, national origin, religion, sex, age, disability, citizenship, pregnancy, military status, marital status, sexual orientation, or any other characteristics protected by law.

Approved by:	Executive Director, Xiomara Harris
Date approved:	

June 19, 2019