

VOICES OF HOPE

Job Title: Bilingual Advocate

Reports to: Volunteer Coordinator

Positions Supervised: Volunteers as assigned

Status: Full-time, hourly, non-exempt

Salary: \$18-20/hour

1. Direct Service Provision

- Provide crisis intervention and advocacy to Spanish-speaking clients.
- Share responsibility with other staff for crisis line, in-house advocacy, weekly staff-on-call, and weekend staff-on-call coverage.
- Contact Spanish-speaking victims by appropriate method from Incident Reports from LPD and LSO.
- Co-facilitate Spanish-speaking support group.

2. Communication and Outreach

- Provide consultation for staff on specific needs for Spanish-speaking clients.
- Assist with training and education on domestic violence to community agencies also serving Spanish-speaking clients.
- Participate in outreach activities with El Centro de las Americas, Center for Legal Immigration and other culturally specific groups.

3. Volunteers

- Assist in providing volunteer training sessions as it relates to Spanish-speaking clients.

4. Statistics/Documentation

- Collect and maintain data on Spanish-speaking services.
- Assist in agency data collection.
- Maintain client records on own individual clients.
- Provide translation of internal documents.

5. Agency Citizenship

- Attend staff, case review, and staff development meetings.
- Perform other duties as assigned.
- Acknowledge and abide by the rules, policies, and procedures of Voices of Hope.

QUALIFICATION: The ideal candidate will have a bachelor's degree in social work, counseling, criminal justice or a related field, or equivalent experience. The candidate must also have a passion for working with survivors of relationship violence and promoting social change.

TO APPLY: Submit a cover letter, resume, and three references to: Voices of Hope, 2545 N St., Lincoln, NE 68510. ATTN: Bilingual Advocate Selection Committee. Or email application items to vohadmin@voicesofhopelincoln.org. Applications will start being reviewed on 06/22/2023. Position will be opened until filled.

EQUAL OPPORTUNITY EMPLOYER: Voices of Hope is proud of our staff members and their passion for helping victims of domestic violence and sexual assault. We do not discriminate against any employee or applicant for employment because of race, color, sex, age, national origin, religion, sexual orientation, gender identity and/or expression, status as a veteran, disability, or any other federal, state, or local protected class.