

NORTH COUNTY RAPE CRISIS AND CHILD PROTECTION CENTER
JOB ANNOUNCEMENT

POSITION: Client Advocate (Lompoc)

SALARY: \$20.00 per hour to start, plus stipend

HOURS: 40 hours per week

APPLICATION PACKET DUE: OPEN UNTIL FILLED
Please return application (available on website:
www.sbcountyrapecrisis.org)
with your current resume and a cover letter that tells us
know why you think you would be a good fit with the
agency.

RETURN APPLICATION PACKET TO: NCRCCPC
Attn: Finance/HR Director
P.O. Box 148,
Lompoc, CA 93438-0148

JOB DUTIES:

1. Responsible for providing advocacy services to victims of crime while based at Lompoc Police Department.
2. Receive and review police reports: maintain accurate client records and documentation.
3. Accompany victims through interviews and court process as needed.
4. Assist victims with applications for restraining orders as needed.
5. Assist with 24-hour Hotline coverage.

QUALIFICATIONS:

1. College degree or related experience required.
2. Bilingual English/Spanish required.
3. Completion of volunteer/hotline training upon hire.
4. Demonstrated skills in oral and written communication.
5. Ability to work well with children, adults, elderly, and disabled individuals.
6. Organizational and time management skills.
7. Knowledge of and sensitivity to issues regarding sexual assault, domestic violence, and child abuse.
8. Sensitivity and ability to deal with persons of different cultural backgrounds and perspectives.
9. Flexibility regarding work hours; availability to assist with 24-hour hotline coverage.
10. Valid driver's license, insurance, working vehicle and cell required (stipend paid monthly).

The North County Rape Crisis and Child Protection Center is an equal opportunity employer and does not discriminate on the basis of race, color, religious creed, ancestry, national origin, age, sex (including pregnancy, childbirth or related medical conditions), marital status, sexual orientation (heterosexuality, homosexuality and bisexuality), medical condition (cancer and genetic characteristics), or disability (medical and physical, including HIV and AIDS), and denial of family medical care leave and pregnancy leave. This policy applies to staff, volunteers, and clients.