

PAGER ADVOCATE JOB DESCRIPTION

JOB TITLE:

Volunteer Victim Advocate

LAW ENFORCEMENT AGENCIES WE SERVE:

Arvada, Co. School of Mines, Edgewater, Golden, Lakeside, Mtn. View, Morrison, Wheat Ridge

PURPOSE:

Victim Advocates will be trained to offer emotional support and crisis counseling to crime and trauma victims in Jefferson County, Colorado. Advocates will also provide information about the criminal justice system, community referrals, and aid in acquiring emergency shelter and other immediate needs. The Victim Advocate will conduct follow-up assistance, updating clients of their victim compensation benefits and status and progression of their case throughout the criminal justice process.

RESPONSIBILITIES:

- ◆ Provide advocacy and crisis counseling for victims of crime
- ◆ Assess immediate victim needs and provide referrals
- ◆ Act as a liaison between victims and the criminal justice system
- ◆ Ensure that victims are aware of their rights under the Colorado Crime Victims' Compensation Act and the Colorado Constitution, and assist in applying for appropriate funds
- ◆ Provide victims with information about court proceedings
- ◆ Complete necessary reports documenting services rendered and activities performed
- ◆ Represent law enforcement agencies and VOI in a positive and professional manner when contacting victims or citizens
- ◆ Be available for 4-6 pager shifts/per month (minimum 4 first pager shifts)
- ◆ Attend monthly volunteer meetings/in-services
- ◆ Participate in a ride-along with an officer a minimum of once every 4 months

QUALIFICATIONS:

- ◆ Must submit to a background check
- ◆ Must be at least 21 years of age
- ◆ Must have an open and non-judgmental attitude toward victims and survivors
- ◆ The ability to communicate well, use common sense, and respond quickly are essential qualifications

SPECIAL REQUIREMENTS:

- ◆ Complete the initial 40-hour training
- ◆ Be available to arrive on-scene within 20 minutes
- ◆ One year commitment to the program
- ◆ College internships will be considered

BENEFITS:

Advocates will be provided with in-depth and ongoing training in dynamics of victimization and will gain direct experience in providing support to people in need. They will also gain knowledge about law enforcement and the criminal justice system. Participation will enhance community responsiveness to victims of crime.

FOR MORE INFORMATION PLEASE CONTACT:

303-202-2196 or victimoutreachinfo@gmail.com