

SEXUAL ASSAULT CENTER POSITION DESCRIPTION

Position: SAC Accompaniment Advocate

Purpose: To provide medical accompaniment, information, support, and resources to SAC clients

Reports To: Director of Advocacy, SAFE Clinic and Statewide Sexual Assault Crisis Line

Major Duties Include:

- Participate in Medical Accompaniment Program by assuming clinic coverage responsibilities to respond to rape victims seeking medical legal exams in Davidson County
- To maintain appropriate and thorough documentation and electronic records
- Attend Criminal Injuries Victims Compensation training every 3 years
- Attend regularly scheduled Advocacy Team meetings
- Attend SAC all staff meeting monthly
- Other duties assigned

Job Type:

Part time. Hourly position 6p-6a Saturday and Sunday. This position is on site.

Qualifications

- Experience working within diverse communities
- Ability to work effectively alone

Preferred Qualifications

- Experience working with sexual assault victims/survivors and/or systems/organizations working on behalf of sexual assault victims/survivors
- Experience working in or with health care setting
- Bilingual (Spanish and English)

SAC reserves the right waive any of the above qualifications dependent on work experience and other qualifying factors.

Competencies

- Ability to work with multidisciplinary team of individuals representing multiple organizations and interests
- Models' trauma-informed approach and cultural humility related to client care, supervision, and team/organizational wellness
- Organized, detail oriented, and flexible
- Ability to identify and respond to shifting priorities
- Utilizes good judgement to navigate uncertainty and conflict
- Ability to navigate electronic record keeping systems
- Proficient in Microsoft Office Suite (Outlook, Word, Excel, PowerPoint)

SAC is an Equal Employment Opportunity employer.