



JOB POSTING

Domestic Violence Legal Advocate

Would you like to be part of the premier woman's organization in Snohomish County? Domestic Violence Services of Snohomish County (DVS) is dedicated to ending domestic abuse by providing a wide range of services for victims and facilitating social change. Every day our staff, volunteer teams, and Board of Directors work side-by-side to determine the needs for our agency.

GENERAL SUMMARY:

The Legal Advocate position provides legal advocacy services to victims of domestic violence.

ESSENTIAL DUTIES:

- Assess survivors' immediate needs related to domestic abuse
- Aid in development of a safety plan for survivors and their children
- Assist survivors with or refer them to internal and external resources for appropriate housing, financial assistance, counseling, and more
- Provide culturally appropriate legal advocacy to survivors of family violence, including:
 - Providing information about the legal processes and options available to them through the civil and criminal legal systems
 - Supporting survivors involved in court proceedings
 - Referring to legal aid agencies and /or agencies specializing in family law, protection orders, and immigration
 - Coordinating survivor support services provided through law enforcement, prosecution and the courts
- Provide domestic violence education to survivors and their families, professionals, and community groups
- Facilitate support groups as assigned
- Conduct outreach to DSHS, CPS and other community agencies
- Participate in local efforts to improve the community's response to domestic violence
- Communicate with clients, staff and the public in a manner that reflects respect and equality
- Maintain organized files as part of ongoing case management
- Other duties as assigned

MINIMUM QUALIFICATIONS:

- High school diploma or GED, or equivalent educational background
- Understanding of domestic violence issues from an advocacy perspective
- Commitment to client confidentiality
- Ability to serve individuals from diverse cultures and backgrounds
- Ability to work independently and as a cooperative team member
- Strong organizational skills



- Ability to manage a case load
- Basic computer skills including word processing, use of a database, email and internet use
- Effective oral and written communication skills
- Ability to handle stress effectively
- Commitment to DVS' mission, vision and values
- Reliable automobile, current license and insurance required
- Education about and/or experience working with law enforcement and legal system preferred
- Knowledge of domestic violence legal issues, including family law, preferred
- Crisis intervention experience preferred
- Experience in public speaking and training preferred
- Bilingual applicants preferred

The above job description is meant to describe the general nature and level of work performed; it is not intended to be an exhaustive list of all duties, responsibilities and required skills for the position. Employees will be required to follow any other job-related instructions and to perform other duties requested by their supervisor in compliance with federal and state laws. Reasonable accommodations may be made to assist individuals with disabilities to perform essential job functions.

This position is full time, with benefits.
Starting compensation is \$15.82 per hour, DOE.

To be considered for the position, candidates should review the Mission, Vision, Values statement*, submit a completed DVS Application Form, current resume and cover letter outlining the qualifications and salary expectations to:

Domestic Violence Services of Snohomish County
P.O. Box 7
Everett, WA 98206

Fax 425-258-5976 / Email Admoffice@dvs-snoco.org

Only candidates that meet the posted qualifications will be contacted by our recruiter.

* <http://dvs-snoco.org/wp-content/uploads/2017/08/Vision-Mission-Values.pdf>