



## **Full-Time Legal Advocate**

### **Overview:**

The Violence Prevention Center is looking for a full-time Legal Advocate to support survivors of domestic violence while they work through legal systems. This is an opportunity to empower survivors of domestic violence and make an impact in our communities by providing crisis intervention, support, and compassion without judgment while they seek safety.

### **Responsibilities:**

- Inform survivors on the Order of Protection process, their rights, and available services.
- Assist survivors with Order of Protection and Crime Victim's Compensation paperwork.
- Follow up with police reports by contacting survivors and offering services.
- Provide emotional support while survivors navigate the judicial system.
- Work with survivors to create and implement safety plans.
- Participate in On-Call rotation to provide 24-hour support and assistance to survivors in local hospitals.
- Establish and maintain collaborative relationships with local law enforcement, Assistant State Attorneys, and other service agencies.
- Educate law enforcement personnel to recognize and honor the needs and choices of the survivor.
- Stay updated with relevant laws and regulations that affect survivors of domestic violence.
- Keep detailed documentation and submit outcome reports.

### **Qualifications:**

- Enthusiasm for the mission of the Violence Prevention Center and the survivors we serve.
- Minimum of 2 years related education or experience required.
- BA or BS in psychology, sociology, social work, or closely related field required.
- Ability to work with diverse populations.
- Previous counseling/advocacy training and experience preferred
- Excellent oral and written communication skills.
- Capacity to work independently while in collaboration with a team.
- Capability to handle stressful situations while remaining calm and utilizing good judgment.
- Bilingual/Bicultural (Spanish/English) candidate a plus.
- Must possess a valid driver's license and proof of auto insurance.

**Hours:** This position typically works a 40-hour Monday- Friday week but may work occasional events outside their typical schedule.

**Compensation:** Annual pay ranges from \$40,000-\$47,00.

**About the Agency:** The Violence Prevention Center of Southwestern Illinois (VPC) works to eliminate domestic violence in individual lives and society as a whole. The agency believes that all people have the right to be free from harm, to be respected, and to determine and pursue their own goals. Operating with these values allows the VPC to meet clients where they are and empowers survivors to heal from trauma. The VPC accomplishes this through survivor-led support services, including a 24-hour crisis hotline, counseling, legal advocacy, emergency housing, and rapid rehousing. These life-saving services are essential to the survivors of domestic violence we serve and provide clients with the best opportunities to create lasting safety and peace in their lives.

**To Apply:** Please send a cover letter and resume to [sheikerab@vpcswi.org](mailto:sheikerab@vpcswi.org)