

JOB DESCRIPTION

Position Title: Legal & Medical Advocate (Austin)
Employment Classification: Full-time / Non-exempt
Reports to: Supervisor of Advocacy Services
Pay Range: \$40,000 to \$42,000 (annualized)

GENERAL ROLE DESCRIPTION

The Legal & Medical Advocate (Austin) is responsible for providing medical and legal advocacy to survivors of sexual assault and their significant others. This position is responsible for providing legal advocacy to victims/survivors of sexual assault, including but not limited to accompaniment for survivors to police stations, throughout the court process, and to obtain an Order of Protection or a Civil No Contact Order; assistance with filing for crime victims' compensation and referrals for other services; discussing alternatives to the criminal justice system and/or providing referrals for any work-related issues. The legal advocate liaisons with uniform police officers, sex crimes detectives and the State's Attorney Office to ensure proper charges are pursued and filed.

In addition, the Legal & Medical Advocate (Austin) provides crisis intervention, emotional support, and appropriate referrals/linkages to sexual assault victims/survivors and their significant others through the emergency department of partner hospitals, telephone crisis calls, and walk-in requests. As requested, this position will also assist survivors in navigating medical follow up needs such as reproductive options, STI/HIV follow up testing and medical billing reimbursement. Responsibilities also include providing institutional advocacy within the criminal justice and healthcare systems. This position is part of the on-call staff rotation providing 24-hour crisis response to affiliated hospitals.

COVID 19 CONSIDERATIONS

Due to the current pandemic, the Austin Legal/Medical Advocate will temporarily work from home until such time that conditions allow for a return to our on-site offices. However, please note that we are currently providing in person services to hospitals, courthouses and police stations. Resilience will equip all staff with PPE and may be able to connect new staff with vaccine access.

RESPONSIBILITIES

- Provide in-person support, crisis intervention and information and referrals to survivors of sexual assault and their significant others.
- Provide crisis intervention, emotional support, and medical/legal advocacy to sexual assault survivors seen in the emergency department of partner hospitals.
- Provide ongoing legal advocacy for sexual assault survivors including: explanation of the legal process; accompaniment to the police station, State's Attorney's office, through the court system; and information about non-criminal justice options.



- Carry a caseload of active legal clients and keep these clients regularly apprised of their case status.
- Provide ongoing medical advocacy services, as needed (e.g. billing problems, STD and pregnancy testing, HIV testing and treatment, substance abuse programs, DCFS, etc.).
- Carry a caseload of active medical advocacy clients and keep these clients regularly apprised of their medical follow up appointments and billing status.
- Provide on-call coverage for assigned and rotating shifts as part of the 24-hour hospital crisis response. This involves regular evenings and some weekends.
- Provide immediate legal advocacy to survivors in the emergency department and accompanying them to the police stations, as needed.
- Provide information and referrals including temporary housing, food, clothing, locksmith services, substance abuse treatment, counseling, or follow up medical advocacy services
- Provide crisis intervention, information and referrals via the Austin Satellite Office through telephone and in-person contacts.
- Provide support and information to family members and significant others within the bounds of the rape crisis confidentiality statute.
- Assist the Director of Advocacy Services with institutional advocacy efforts and professional trainings for medical and criminal justice staff including the local Chicago Police Department districts.
- Provide outreach to the Austin Community and surrounding area regarding program services and sexual assault resources in collaboration with the counselor and interns.
- Maintain accurate and complete records of all services delivered and adhere to agency and departmental documentation submission requirements.
- Assist the Advocacy Volunteer Coordinator and Director of Advocacy Services with portions of the volunteer training and in-services.
- Attend all staff/supervision/case consultation meetings, attend advocacy in-services, and participate in staff development activities.
- Participate in meetings/trainings for local and statewide sexual assault coalitions, institutional partners, and other agencies, as assigned.
- Complete monthly reports and documentation, including assisting the Director of Advocacy Services with statistical reporting.
- Perform other duties as assigned.

QUALIFICATIONS

- Bachelor's degree or equivalent relevant experience in the field of sexual assault or domestic violence required.
- Familiarity with the Austin community and strong desire to work with faith-based organizations or other community lead efforts strongly preferred
- Strong interpersonal skills
- Ability to objectively advocate for the needs/rights of others
- Excellent verbal and written communication skills
- Strong public speaking skills with a variety of audiences
- Ability to take initiative and work independently, as well as with a team
- Exceptional organizational and record-keeping skills



180 North Michigan Ave.
Suite 600
Chicago, IL 60601

312-443-9603 tel
312-443-9602 fax
ourresilience.org

- Positive attitude and pro-active approach to problem solving
- Previous experience working on human rights issues, addressing sexual violence/gender-based violence, and working with diverse populations including LGBTQ+ communities strongly preferred
- Completion of a minimum of 40-hours of sexual assault training within 60 days of hire is required; previous completion of the training is very strongly preferred requirements

Persons of color and LGBTQ+ persons are encouraged to apply. Resilience is an equal opportunity employer and does not discriminate on the basis of race, age, sex, gender identity, gender expression, national origin, sexual orientation, or disability in its procedures and policies.

Please send your cover letter and resume:

Stephanie Waller, Supervisor of Advocacy Services
jobs@ourresilience.org

Include Austin Legal/Medical Advocate and your last name in the subject line.

Please note that incomplete applications will not be considered. No phone calls, please.