



180 North Michigan Ave.
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Chicago, IL 60601

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ourresilience.org

Position Title: Legal & Medical Advocate (based at the Austin Office) (Bilingual) (full-time, non-exempt)

Reports to: Supervisor of Advocacy Services

Pay Range: \$43,000 - \$45,000, commensurate with experience

Benefits: HMO, Dental, Vision, Life Insurance fully covered by employer. Holiday, Vacation and Sick time.

ORGANIZATIONAL BACKGROUND

Resilience is an independent, not-for-profit organization dedicated to the healing and empowerment of sexual assault survivors through non-judgmental crisis intervention counseling, individual and group trauma therapy, and medical and legal advocacy in the greater Chicago metropolitan area. Resilience provides public education and institutional advocacy in order to improve the treatment of sexual assault survivors and to effect positive change in policies and public attitudes toward sexual assault. Established in 1974, Resilience now serves over 2000 survivors of sexual violence and their loved ones annually through our main office in downtown Chicago and our community-based offices in Austin and Ravenswood, and several co-locations within partner organizations across the city.

GENERAL ROLE DESCRIPTION

The Legal & Medical Advocate (based at the **Austin Office**) is responsible for providing crisis intervention, medical and legal advocacy, and emotional support to sexual assault survivors and their loved ones. This may include accompaniment for survivors at all stages of the legal process, to police stations, throughout the court process, and to obtain protective orders. Additionally, our advocates provide assistance with filing for crime victims' compensation and referrals for other services. These services include alternatives to the criminal legal system, school, immigration, or work-related issues. Advocates liaise with a variety of systems to ensure survivors are treated with dignity and compassion. Advocates provide crisis intervention, emotional support, and additional referrals to sexual assault victims and their families through the emergency department of partner hospitals, telephone crisis calls, and walk-in requests. Advocates also assist survivors in navigating medical follow-up needs such as reproductive options, STI/HIV testing, and medical billing reimbursement. Additionally, Advocates provide referrals for basic needs assistance such as for food pantries, financial assistance, and housing support. Responsibilities also include providing institutional advocacy within the criminal legal, civil, and healthcare systems. All of our advocates are part of our on-call staff rotation providing 24-hour crisis response to affiliated hospitals.

COVID 19 CONSIDERATIONS

Due to the current pandemic conditions, the 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 providing in person services to emergency departments, courthouses, and police stations that are able to demonstrate adherence to COVID 19 safety measures consistent with current CDC, federal and local mandates. We will equip all staff with PPE.

RESPONSIBILITIES

- Provide in-person support, crisis intervention and information and referrals to survivors of sexual assault and their loved ones
- Provide crisis intervention, emotional support, and medical/legal advocacy to sexual assault survivors seen in the emergency department of partner hospitals
- Provide immediate legal advocacy to survivors in the emergency department and accompanying them to police stations, as needed

- 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 civil legal options and community-based supports
- 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 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 Community 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, court and criminal legal systems
- Support the Training & Outreach Manager in offering professional trainings for a variety of audiences through the Resilience Training Institute
- Provide ongoing outreach and networking in the **Austin** community and surrounding areas to foster collaboration and maintain awareness of the **Austin** Community Office and Resilience services
- Maintain accurate and complete records of all services delivered and adhere to agency and departmental documentation submission requirements
- Assist the Advocacy Volunteer Manager 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
- Participate on internal and external committees or activism that address issues of responding to sexual or domestic violence, systems-based advocacy, trauma-informed care, racial equity, disability inclusion, and/or LGBTQ+ issues
- Complete monthly reports and documentation, including assisting the Director of Advocacy Services with statistical reporting
- Perform other duties as assigned

REQUIREMENTS

- One year of professional work experience preferred
- Bilingual 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
- Positive attitude and pro-active approach to problem solving
- Regular access to a vehicle, valid driver's license, and proof of insurance preferred
- Previous experience working on human rights issues, addressing sexual violence/gender-based violence, and working with diverse populations including LGBTQ and BIPOC communities strongly preferred
- Familiarity and/or experience working with the criminal legal system or health care systems is 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

ENVIRONMENTAL/ PHYSICAL

- If you are offered employment with Resilience, please take one of the following steps to meet the necessary requirements.
 - Prior to or on your first date of employment, you will be required to provide proof of your COVID-19 vaccination to Human Resources Department.
 - You will receive direction on how and when to provide proof of your COVID-19 vaccination. Acceptable proof of vaccination includes:
 - CDC COVID-19 vaccination record card
 - Documentation of vaccination from a health care provider or electronic record
 - A copy of medical records documenting the vaccination
 - A copy of immunization records from a public health
- Possible exposure to vicarious trauma
- Potential for exposure to environmental and/or psychological hazards on or offsite at select partner locations
- Physical requirements may include (extended or periodic) walking, bending, reaching, sitting and lifting

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.

To Apply:

Please send your cover letter and resume to:

Carolina Sánchez, Supervisor of Advocacy Services

jobs@ourresilience.org

Include Legal & Medical Advocate (Austin) and your last name in the subject line.

Please note that applications without cover letters will not be considered.

No phone calls, please.