



RESILIENCE
EMPOWERING
SURVIVORS
ENDING SEXUAL
VIOLENCE

180 North Michigan Ave.
Suite 600
Chicago, IL 60601

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ourresilience.org

Position Title: Children's Legal & Medical Advocate - Bilingual Required (full-time, non-exempt)

Reports to: Supervisor of Advocacy Services

Salary Range: \$43,500 - \$45,000, commensurate with experience

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

Location: Hybrid in-person at Resilience co-location within the YWCA Medical District Center office/work-from-home/on-site at community partner locations across Chicago

ORGANIZATIONAL BACKGROUND

Resilience is an independent, nonprofit organization dedicated to the healing and empowerment of sexual assault survivors through nonjudgmental 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 serves over 2,000 survivors of sexual violence and their loved ones annually. Resilience has a main office in downtown Chicago, a community-based office in the Austin neighborhood, and a co-location at the YWCA Medical District Center.

GENERAL ROLE DESCRIPTION

The Children's Legal & Medical Advocate position is responsible for providing crisis intervention, medical and legal advocacy, and emotional support to child and adolescent sexual assault survivors and their loved ones. The Children's Legal & Medical Advocate also provides these services to adult survivors on an as-needed basis. Services may include support and accompaniment for survivors at all stages of the legal process: to police stations, to obtain protective orders, and throughout civil or criminal court processes. Additionally, our advocates help with filing for crime victim's compensation, navigating school, immigration, or work-related issues, exploring alternatives to the criminal legal system, and providing legal referrals as needed. Advocates liaise with a variety of systems to ensure survivors are treated with dignity and compassion. Advocates also assist survivors in navigating medical follow-up needs such as STI/HIV testing and treatment, accessing reproductive care options, and resolving medical billing issues. Additionally, advocates provide referrals for basic needs assistance such as food pantries, financial assistance, and housing support. Responsibilities also include providing institutional advocacy within the criminal legal, civil, and healthcare systems. Services are provided through the emergency department of partner hospitals, telephone crisis calls, and walk-in requests, in police districts, and courthouses across the City of Chicago. The Children's Legal & Medical Advocate is co-located at the YWCA Medical District Center and is a part of our on-call staff rotation providing 24-hour crisis response to affiliated hospitals. **This is a bilingual (English/Spanish) position.**

RESPONSIBILITIES

Individual Advocacy Services (60%)

- Provide in-person support, crisis intervention, and information and referrals to survivors of sexual assault and their loved ones
- Accompany survivors in the emergency department of partner hospitals and provide emotional support, crisis intervention, and legal and medical advocacy services
- Provide immediate legal advocacy to survivors in the emergency department and accompany 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, petitioning for protective orders, navigating DCFS investigations, and providing information about civil legal options and community-based supports
- Carry a caseload of active legal advocacy clients and keep clients regularly apprised of their case status

- Provide ongoing medical advocacy services, as needed (e.g. resolve billing problems, STI/STD and HIV testing and treatment, pregnancy testing, accessing reproductive care options, substance abuse programs, etc.)
- Carry a caseload of active medical advocacy clients and keep clients regularly apprised of their medical follow-up appointments and billing status
- Provide information and referrals to necessary follow-up services including temporary housing, food, clothing, locksmith services, substance abuse treatment, counseling, or follow-up legal and medical advocacy services
- Provide advocacy, support, and information to survivors seen at the YWCA Medical District Center, as well as their loved ones, 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

On-Call (15%)

- Provide on-call coverage for assigned and rotating shifts as part of Resilience's 24-hour hospital crisis response. This involves evenings and some weekends

Institutional Advocacy and Outreach (15%)

- Engage in institutional advocacy efforts by participating in meetings/trainings for local and statewide sexual assault coalitions, local law enforcement, emergency department staff, and other institutional partners and agencies, as assigned
- Provide ongoing outreach and networking in the YWCA Medical District Center to foster collaboration and maintain awareness of Resilience services
- Perform ongoing outreach and networking to child service providers to foster collaboration around issues impacting children and maintain awareness of Resilience services
- Participate on internal and external committees or activism that address issues of responding to sexual violence of children and youth, domestic violence, systems-based advocacy, trauma-informed care, racial equity, disability inclusion, and/or LGBTQ+ issues

General (10%)

- Assist the Advocacy Volunteer Supervisor, Director of Crisis Services, and the Director of Advocacy Services with portions of the volunteer training and in-services
- Maintain accurate and complete records of all services delivered and adhere to agency and departmental documentation submission requirements
- Accurately complete monthly reports and obtain evaluations of advocacy services provided
- Attend team/ all staff/supervision/case consultation meetings, attend advocacy in-services, and participate in staff development activities
- Perform other duties as assigned

Perform other duties as assigned to further the reputation and financial stability of Resilience

POSITION REQUIREMENTS

- Bilingual (written and verbal fluency) in Spanish and English required; bicultural strongly preferred
- Previous experience working on women's and/or 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 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 recordkeeping skills

- Positive attitude and proactive approach to problem solving
- One year of professional work experience preferred
- Previous experience working specifically with Latino communities strongly preferred
- Previous experience working with children and navigating child protective services is preferred

ORGANIZATIONAL REQUIREMENTS

- Exceptional executive functioning skills and emotional intelligence
- Adaptability, conscientiousness, and reliability
- Excellent verbal and written communication skills
- Ability to give and receive honest, constructive feedback
- Ability to take initiative and work independently, as well as in a team environment that includes cross-department coordination
- Passion for Resilience’s mission required; understanding of and/or experience working with sexual assault, women’s issues, and human rights issues preferred
- Flexibility to work occasional evening and weekend hours
- Completion of a minimum 40 hours of sexual assault training within 90 days of hire

HYBRID WORK ENVIRONMENT

To help promote work-life balance, Resilience provides a hybrid workplace that allows employees to work remotely or from the office, based on the needs of the organization and their personal preferences.

BACKGROUND CHECK REQUIREMENTS

Because of the nature of our funding, all staff, interns, and volunteers are required to clear a criminal background check, free of convictions related to 1) any sex offense, and 2) any offense in which the victim is, by statute, a youth, including but not limited to, child abuse and child endangerment.

Additional background checks vary by position and are required for work with Chicago Public Schools, Cook County Health, and the hospital system, and for work with survivors who are incarcerated. Those who do not pass these requirements are not eligible for employment.

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 the Human Resources Department.
 - You will receive directions 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 Physician
- 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 a cover letter and resume to:

Carolina Sánchez, Director of Advocacy Services

jobs@ourresilience.org

Include Children's Legal & Medical Advocate and your last name in the subject line.

Please note that incomplete applications will not be considered.

No phone calls, please.

Applications will not be accepted after