



Contractual Advocate Job Description

Supervisor: Director of Advocacy Services and/or Executive Director

Number of Week Days per Month: TBD by Supervisor, shifts available are 7p-1a or 1a – 7a

Number of Weekends per Month: TBD by Supervisor, shift is 7pm Friday – 7am Monday

Rate of Pay:

Weekday Day Shifts: \$25 per shift regardless of calls plus \$25 an hour for direct services provided when on a call

Weekend Shifts: \$100 per weekend regardless of calls plus \$25 an hour for direct services provided when on a call

Description:

The Contractual Advocate's role is to provide coverage for the 24/7 hotline on weekday or weekend shifts determined by Advocate's availability and supervisor. This includes responding to hospital and hotline calls throughout your shift and providing back-up/support to volunteers on call.

Responsibilities:

24/7 Hotline Crisis Intervention:

- Answer hotline calls during assigned shifts within 15 minutes. Provide victim centered, empowering support and provide referrals as needed.
- In person response to hospital emergency room request for advocacy service within one hour of being contacted by the answering service. Provide support, information, clothing, advocacy as needed to survivor in emergency room. Ensure that victim's rights are respected.
- Complete paperwork and submit to supervisor within 24 hours

Skills and Qualifications:

- Completed 40 Hour Sexual Assault Advocacy Training through an ICASA Rape Crisis Center
- Knowledge of sexual violence issues
- Ability to deal sensitively with victims of sexual violence and their significant others
- Able to work independently and to prioritize/organize tasks
- Ability to provide own transportation
- Geographic placement based on ability to reach partner hospitals within state mandated 1 hour:
 - Cook County Volunteers – 8 Partner Hospitals
 - Alexian Brothers Medical Center, Elk Grove Village
 - Glenbrook Hospital, Glenview
 - St. Alexius Medical Center, Hoffman Estates
 - Lutheran General, Park Ridge
 - Northwest Community Hospital, Arlington Heights
 - Skokie Hospital, Skokie
 - St. Francis, Evanston
 - Evanston Hospital, Evanston
 - McHenry County Volunteers – CARE Center Satellite Office – 3 Partner Hospitals
 - Northwestern McHenry
 - Northwestern Huntley
 - Northwestern Woodstock

To apply, please send resume to Allyson Gluth, Director of Advocacy Services, agluth@nwcasa.org.