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Building Community Free From Sexual Violence

FT Systems Advocacy/Volunteer Coordinator (October 2020)

The Center for Hope and Healing, Inc (CHH) is a non-profit organization whose mission is dedicated to the healing and empowerment of survivors of sexual violence through counseling, trauma-informed advocacy, and to the prevention of sexual violence through education and community mobilization. We are a multicultural/multilingual social justice organization whose work is focused on ending intersecting forms of oppression and violence. This position reports to the Survivor Services Manager.

Key Responsibilities/Duties:

- Manage CHH's 24/7 hotline and medical advocacy response to Lowell General Hospital
- Build relationships with health/medical, victim service agencies, legal professionals, and housing/public assistance organizations
- Recruit, train, schedule, and provide support to CHH's HealingCorps Volunteer Advocates.
- Implement monthly In-Service and training opportunities for HealingCorps Volunteer Advocates
- Provide and mobilize emergency response and follow up including working with survivors 1-on-1
- Support survivors and loved ones by attending court dates, police proceedings, legal appointments, referrals to Victims Compensation, health insurance, housing programs, basic needs, etc. as needed.
- Regular communication with volunteer advocates using CHH WhatsApp group, email, and other authorized communication platforms
- Gather and disseminate resources and information on best practice on working with survivors in hospital and clinic setting, on HIV/STI testing, reproductive health, pregnancy, transgender health, etc.
- Gather and disseminate resources and information on protective orders, court systems, legal proceedings, systems pertaining to immigrants and refugees, T- and U-visas, children and youth, LGBTQ/T, probation, and parole.
- Evaluate volunteer advocacy program for effectiveness and provide monthly, and quarterly data reports
- Provide on-call and backup to 24-hour hotline and medical coverage as necessary
- Attendance at weekly 1-on-1 supervision with the Survivor Services Manager and weekly group Clinical Supervision
- Other meetings and duties as assigned


Basic Requirements:

- Bachelor's degree, or higher, or both in field of social work, psychology, sociology, community organizing, or related human services field
- 3 years+ experience working in the field of sexual violence, or related fields.
- Previous experience in supervision, training, and public speaking experience required
- Previous experience with volunteer management and experience with providing advocacy to survivors preferred
- Applicants must have strong written and verbal communication skills
- Ability to work evenings and weekends as needed
- Completion of Massachusetts Rape Crisis Counselor training within 1 month of hire, previous completion of this certification is preferred

Preferred Qualifications:

- Lived experience with sexual violence, systems and volunteerism
- Bilingual in Spanish, Portuguese, or Khmer highly desired
- Passion for being a part of a social change movement, particularly experience with multi-ethnic and multicultural groups.
- Strong desire to meet the ever-changing needs of the field; A dedication to outstanding service delivery

www.chhinc.org

 Find us on social media



@chhlowell

The Salary is commensurate with experience, including a competitive compensation and benefits package. CHH is an equal opportunity employer with an inclusive work environment. Women, survivors, people of color, LGBTQ/T individuals, and people with disabilities are encouraged to apply. To Apply, email resume and cover letter to: jobs@chhinc.org Please use subject heading: Application for FT Systems Advocacy/Volunteer Coordinator. No calls please.