

Job Description

<u>Position Title:</u>	Legal Advocate
<u>Position Type:</u>	40 hours per week
<u>Reports To:</u>	Director of Legal Services
<u>Pay:</u>	\$18 DOE (\$.50 bilingual incentive) + benefits

Job Description: The Legal Advocate will assist the Legal Department in conducting restraining order workshops throughout Yolo County, legal advocacy, court accompaniment, family law workshops and following up on domestic violence police reports. Additionally, the Legal Advocate will provide crisis intervention, safety planning, peer counseling and data input.

Duties and Responsibilities:

- *Risk assessments and safety planning:* Assess each client for issues related to risk of further abuse; provide options in planning for personal safety on an ongoing basis; develop individual case plans that prioritize needs and coordinate necessary services specific to each client.
- *Peer counseling:* Provide crisis intervention, peer counseling, advocacy, referrals, follow-up services, and ongoing support. Peer counseling includes empowering, client-centered problem solving, education on choices and rights and linkages to a wide range of services and resources.
- *Client advocacy:* Assist in obtaining services or exercising their rights with agencies and service providers in the community.
- *Accompaniment:* Provide advocacy and accompaniment during court proceedings, law enforcement or prosecution interviews and other supportive meetings.
- *Confidentiality:* maintain client confidentiality by protecting client information.

Qualifications and Requirements:

- Bilingual/Bicultural preferred
- Education: AA or BA preferred
- Sexual assault and domestic violence peer counseling certification required upon hire
- Must be comfortable and confident working and interacting with family law Attorneys, court personnel and law enforcement
- Demonstrated knowledge of applicable legal terminology and procedures
- Must have reliable transportation and be willing to travel throughout Yolo County, a valid driver's license and proof of insurance
- Must have the ability to work under conditions requiring flexibility
- Effective communication skills including writing and public speaking
- Subject to background check upon hire

- High degree of sensitivity to and respect for diversity and cultural issues involved in working with clients of varying ethnicities and income

This position is not subject to mandated reporting under CANRA. Such a report, including sharing information with another employee who is a mandated reporter position without following "release of confidential information" policies is a breach of confidentiality, is a violation of state and federal law and can result in disciplinary action.

AGENCY DESCRIPTION

Mission Statement:

Empower Yolo's mission is to promote safe, healthy, and resilient communities.

Empower Yolo's purpose is to provide:

- (a) Twenty-four hour crisis intervention, emergency shelter, confidential counseling, training, legal assistance, and other services for individuals and families affected by domestic violence, sexual assault, stalking, human trafficking, and child abuse;
- (b) Resource centers for community services to improve the health, social, educational and economic outcomes of Yolo County residents; and
- (c) Community outreach and educational programs about available resources to promote health, stability, and self-sufficiency for individuals and families.

All services are to be provided in a manner that appreciates, enhances, and utilizes the strengths of Empower Yolo's clients and honors their cultural practices and traditions.

EMPOWER YOLO is an equal opportunity employer and does not discriminate in regard to race, age, cultural or religious background, disability, gender, gender identity/expression, or sexual orientation. All qualified candidates of all backgrounds are encouraged to apply.

Application Process

Please submit a cover letter, current resume and three references to:

Director of Legal Services

Jaime Garfield

175 Walnut Street

Woodland, CA 95695

Or email: jaime@empoweryolo.org

Application deadline: Open until filled