

## **Bilingual Victim Advocate (SA) – Milwaukee, WI**

**JOB CODE: LR007**

**Schedule: Full Time**

**Work Status: Regular-Hourly**

**Salary: \$17.00 - \$21.22, based on experience**

**Location: 2701 Chase Avenue, Milwaukee, WI 53207**

### **We Invite You to Join UAMOS' Diverse & Dedicated Team**

**Earn up to \$3,000 in incentive pay during your first year of employment!**

Are you a motivated, results-oriented candidate seeking to put your talents, skills, and experience to work as part of a mission-driven, customer-focused organization? If so, we invite you to join UAMOS' diverse and dedicated team of over 1,000 professionals making a positive difference across more than 60 offices in seven states. Whether you are passionate about facilitating early childhood development; providing training and career planning for a parent; aiding a farmworker in accessing basic needs and new opportunities; educating at-risk individuals in HIV prevention; or supporting those fleeing domestic violence or human trafficking, UAMOS is the place where you can fulfill your passion for helping families, businesses, and communities build better futures.

**[CLICK HERE TO APPLY FOR THIS JOB.](#)**

### **Benefits**

To support its team members, UAMOS offers highly competitive compensation as well as a benefits package including:

- Paid time off that increases over your years of service
- 12 paid holidays annually
- A robust range of insurance covering health, dental, vision, life, short- and long-term disability, and accidental death & dismemberment
- The options are to establish either a Health Savings Account or Flexible Spending Account, which can be used to cover deductibles, prescriptions, and other healthcare expenses
- A variety of support services to promote well-being through the employee assistance program

- Retirement plan options, including 401(k) and Roth IRA, allowing you to make pre-tax or after-tax contributions. For those participating in the 401(k) Retirement Plan, UMOs annually contributes at least 3% of employees' eligible compensation

## **Diversity & Equal Opportunity**

UMOS is proud to be an Equal Opportunity Employer, and encourages qualified candidates of all backgrounds to apply, irrespective of race, ethnicity, color, religion, sex, national origin, sexual orientation, marital status, disability, age, parental status, and military service, or any other status protected by federal, state, or local law. In fact, 78% of senior management positions are held by people of color and women.

## **Make a difference in someone's life! Support at risk individuals in our community.**

The Bilingual Sexual Assault (SA) Advocate will provide direct advocacy services to victims and individuals impacted by sexual assault. The Bilingual SA Advocate will perform assessments to determine service needs and collaborate/coordinate services with other key agencies to ensure safety, support, resources and independence for the participants.

## **Primary Responsibilities:**

1. Provide crisis intervention, conduct safety planning and assist SA victims secure resources to increase safety.
2. Accompany victims in need of medical intervention to the Aurora Sexual Assault Treatment Center and/or other healthcare facilities.
3. Assist victims with reporting incidents of violence to local law enforcement, district attorney's office and/or other legal authorities.
4. Participate in the civil and criminal trial aspects of the crime and provides education, accompaniment and support during judicial process.
5. Conduct safety planning and assist victims secure resources to increase safety
6. Develop and maintain a case management process that ensures all program requirements are documented and maintained in the required manner.
7. Conduct follow-up contact on an individual basis with assigned crime victims, various community services, law enforcement and district attorney's office.
8. Provides information about restraining orders, criminal court, immigration legal remedies, and other legal procedures.
9. Collaborate with community health providers, social service agencies, religious community and other providers that serve victims, including participating in committees and task forces, as assigned.
10. Continuously monitor participant progress throughout the duration of services.
11. Provide transportation as needed for clients with transportation barriers.
12. Conduct reviews, monitor and analyze project performance and prepare program efficiency reports.

## **Qualifications:**

1. Minimum of a High School Diploma (or equivalent) supplemented by two years of post-secondary education, in a relevant field. Note: Additional years of work experience in a relevant field can be substituted for one year of education.
2. Knowledge of supportive counseling methods, techniques and trauma-informed care principles.
3. At least one year of professional experience in advocacy, case management, providing direct crisis intervention and/or support and experience in group facilitation and outreach.
4. Bilingual in Spanish/English; verbal and written (REQUIRED).
5. Knowledge of the fundamentals of working with victims of domestic violence, sexual assault and/or human trafficking.
6. Ability in monitoring participant progress and issuing necessary reports; developing community support and linkages.
7. Demonstrated knowledge and ability to work independently and as a team member.
8. Proficient computer skills and experience using current version of Microsoft Office Suite such as Office 365 (Word, Excel, Outlook, etc.).
9. Ability and willingness to travel and work irregular hours (non-standard and evening).
10. Must have own transportation, possess a valid driver's license and have adequate insurance.

## **Condition of Employment**

Employment with UMOs is contingent upon successful completion of a criminal background check prior to employment.

## **Work Environment**

The demands described here are representative of those that must be met by an employee to successfully perform the job functions. Reasonable accommodations will be considered to enable individuals with disabilities to perform the essential job functions.

Physical Demands: 1) employee is frequently required to stand, walk, sit, bend; 2) occasionally required to lift and /or move up to 10 lbs.; 3) frequently required to drive; 4) frequently exposed to moderate temperature generally encountered in a controlled and uncontrolled temperature environment; 5) noise level in this work is usually quiet to moderate.

Tools and Equipment Used: a) phones, computer system; b) fax machine, scanner, copy machine, computer, Web based software; c) first aid equipment, fire extinguisher. Usage varies by position.

[CLICK HERE TO APPLY FOR THIS JOB.](#)

*UMOS is an equal opportunity Affirmative Action employer, and all qualified applicants will receive consideration for employment without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.*