

Family Advocate

Organization Summary

Children's Advocacy Center of Kent County works to assess and support child victims of suspected sexual assault and educate the community to prevent those assaults. Since 1993, the Center has been the primary provider of all services needed to investigate, help children heal from, and prevent child sexual abuse in Kent County. Through a multidisciplinary-team approach, our core staff works with on- and offsite partners in mental health, children's protective services, law enforcement, and medical examiners. Our core staff is committed to our clients and our team, ensuring this trauma-rich environment is also a place of hope, self-care, and collaboration. We seek candidates who reflect the rich diversity of Kent County and join us in our commitment to our clients and our team.

Position Summary

This position supports clients and their non-offending family members by assisting all families in accessing needed services and providing trauma assessments following forensic interviews. **This nonexempt position is full time, 40 hours per week, with a firm schedule worked between the hours of 8:30 a.m. and 5:00 p.m. and occasional weekends or evenings on an emergency basis. Position is essential work that must be completed onsite and in person.**

- Makes contact with client, non-offending parent/caregiver, and family to provide support and information during and following a child's Forensic Interview at the CAC, attending pre and post interview meetings with the interview team and observing interviews as needed
- Provides emotional check in support and trauma/risk assessments for teen victims following the forensic interview
- Provides initial information and makes recommendations regarding internal or external referral for needed services such as crisis counseling, long-term counseling, support groups, medical care, emergency financial assistance, Crime Victim Compensation, and other resources to resolve issues related to victimization
- Provides advocacy with the multidisciplinary team as a family representative and caregiver court support throughout investigation and court processes
- Works with counseling staff to hold caregiver groups as needed
- Ability to sit for long periods of time in a typical office environment; light lifting of up to 25 pounds; occasional driving for Center business
- Social Work professional with strong desire to advocate for clients and their families throughout the investigation process
- Trauma-rich environment with clients in crisis situations
- Salary range \$41,500-48,950; medical, retirement, and life insurance; generous paid sick/vacation time
- ***Diverse candidates encouraged to apply***

Required Skills

- Bachelor's degree in a Human Services-related field
- Valid driver's license and reliable automobile or other reliable transportation
- Minimum two years' experience working with children and families from a variety of backgrounds, community resources, and the child welfare system
- Proficiency in internet and Microsoft Office platform
- Ability to relate to children and adults of all ages, races, ethnicities, and socio-economic backgrounds; professionals across multiple disciplines, including law enforcement and child protection; and individuals in crisis situations
- Ability to work in high-stress, trauma-rich environment with team members from various disciplines
- Ability to pass required background clearances including ICHAT, sex offender registry, and MDHHS Central Registry

Strongly Preferred Skills

- Prior experience providing trauma assessments and clinical support
- **Bilingual, Spanish and English fluency**

Application Process

- **No phone calls please**
- Send cover letter and resume to Rebekah McDowell by email (rmcdowell@cac-kent.org) or USPS (Children's Advocacy Center of Kent County * 2855 Michigan St. NE Grand Rapids MI 49506)
- Position open until filled

