

**Job Description for Direct Service Advocate
The Aurora Center for Advocacy & Education
University of Minnesota –Twin Cities**

Title: Sexual Assault/Relationship Violence Direct Service Advocate

Requirements:

- Successfully complete 40 hours of training
- Commitment to volunteer for at least one year
- Commitment to uphold the volunteer agreement made with TAC
- Mandatory attendance at monthly in-service training meetings
- Interest in working in the anti-sexual assault and anti-relationship violence movements with victims/survivors and/or with significant people in their lives
- Ability to conduct oneself in a professional and ethical manner, including respect and maintaining healthy boundaries
- Adhere to strict policy of confidentiality
- Understanding of sexual violence as a social justice model and one form of oppression with awareness of the connections between sexism, racism, classism, homophobia, heterosexism and ableism to violence
- Closure on any issues/victimization with sexual assault, relationship violence, or stalking
- Cannot date or have an intimate relationship with clients that you advocate for at TAC

Duties:

- Provide a minimum of 3-5 nights per month of on-call coverage for the helpline during the hours that the office is closed
- Table for TAC at events a minimum of 3 times a semester
- Hold in confidence all agency and advocate-client related business
- Receive regular supervision individually and/or in a group setting
- Provide advocacy when necessary at any of the three University hospitals
- Work closely as a team with the other advocate and the staff back-up who are on-call during the same period of time
- Provide thorough and professional helpline advocacy, information and referrals, and appropriate follow-through
- Provide appropriate outreach services to legal, medical, law enforcement, and academic agencies.
- Provide follow-up advocacy to clients if appropriate and in consultation with staff
- Complete paperwork in client folders and for the office in a comprehensive and timely manner

Opportunities:

- Become a leader and gain career-building experience
- Opportunity to apply for direct service student staff

Report to: Staff of The Aurora Center