

Position Overview

Position Title: Outreach Victim Advocate

Hours: 40 hours per week, including some evenings and weekends as needed.

This position provides mobile and site-based legal advocacy, outreach, case management, and support services to survivors of domestic violence, dating violence, and stalking, with a focus on non-residential survivors and survivors participating in a congregate transitional housing program. The Outreach Victim Advocate also delivers targeted community awareness, education, and training initiatives that strengthen the coordinated community response and expand survivors' access to services.

Advocacy and Survivor Support

- Provide flexible, community-based services, including outreach office appointments in survivors' counties of residence and mobile advocacy services as needed.
 - Provide legal advocacy in civil and criminal matters, including assistance with Temporary Protective Orders, Stalking Orders, victims' compensation, criminal warrants, and court accompaniment.
 - Educate survivors on the Family Violence Act, protective orders, court and law enforcement processes, crime victims' rights, victims' compensation, and related legal protections, and maintain current knowledge of laws, victims' rights, and system responses related to domestic violence, including protective orders, criminal remedies, housing and employment protections, and other legal options available to survivors.
 - Provide trauma-informed, survivor-centered crisis intervention, advocacy, and emotional support to individuals whose needs are legal and non-legal in nature, including safety planning, resource navigation, and problem-solving.
 - Complete intakes and needs assessments and provide ongoing case management for outreach survivors, including those in congregate transitional housing, developing and revising individualized service plans that address safety, housing, income, health, parenting, and other practical needs while supporting self-sufficiency through goal setting, budgeting, benefits access, and connections to education and job readiness programs.
 - Advocate on behalf of survivors in legal proceedings, landlord and housing issues, and other system interactions to protect their rights and reduce barriers to safety and stability.
 - Coordinate with law enforcement, prosecutors, courts, DFCS, childcare providers, schools, faith communities, social service agencies, housing liaisons, healthcare providers, and victim-witness staff to support survivor needs and improve access to remedies and resources.
 - Coordinate referrals and warm hand-offs to social service agencies, housing programs, mental health providers, and other community supports, and assist with transportation, childcare, and other practical needs to reduce barriers and improve engagement in services.
 - Assist survivors in accessing and applying for mainstream benefits such as Medicaid, TANF, SNAP, SSI, and housing or utility assistance.
 - Collaborate with shelter, hotline, housing, and other program staff to ensure seamless services across residential and non-residential programs.
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Outreach and Training

- Represent the agency at interagency meetings, domestic violence task force meetings, and other networking events to help build and maintain community partnerships.

- Assist in the coordination of Domestic Violence Awareness Month activities and other awareness initiatives in collaboration with task forces, community partners, and designated outreach staff.
 - Deliver outreach presentations to community groups, schools, faith communities, and service providers on domestic violence dynamics, available services, and referral options.
 - Deliver training for law enforcement, courts, social service agencies, employers, medical staff, housing partners, and other stakeholders on trauma-informed, survivor-centered responses to domestic violence, dating violence, and stalking.
 - Distribute brochures and materials to businesses, agencies, and community partners in alignment with strategic outreach goals.
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Other

- Maintain timely, accurate documentation of contacts, service plans, referrals, and outcomes to ensure continuity of care and meet funder reporting and compliance requirements.
 - Ensure outreach, legal advocacy, and housing activities meet state and federal contract standards and grant requirements.
 - Collect and submit outreach, legal advocacy, and victim service data accurately and on time.
 - Participate in staff meetings, in-service trainings, conferences, and leadership meetings as assigned.
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Qualifications

- Bachelor's degree in Social Work, Human Services, Criminal Justice, or a related social services field, or an equivalent combination of education and experience.
- Minimum of two years of experience providing case management and/or direct services in the social services or human services field, preferably including work with survivors of domestic violence or other crime victims.
- Experience in legal advocacy, victim services, or justice system navigation preferred.
- Knowledge of domestic violence, trauma, crisis intervention, safety planning, and empowerment-based advocacy.
- Strong organizational, written, and verbal communication skills, with the ability to work independently and collaboratively.
- Ability to maintain confidentiality, uphold professional boundaries, and work effectively with diverse populations.
- Ability to work flexible hours, including evenings and weekends, and travel throughout the service area.