



rape trauma services

a center for healing & violence prevention

Crisis Intervention Program
Family Advocate: Bi-lingual Spanish Speaking
Full-time (40 hours/ exempt)

About the Agency:

Rape Trauma Services (RTS) of San Mateo County strives to eliminate all forms of violence, with a special focus on trauma from sexual assault and abuse.

It is our strong belief that violence and abuse must be examined on an individual level (e.g., sexual abuse, rape) as well as a collective level (e.g., genocide, war), and in the context of societal inequities (e.g., sexism, racism, heterosexism). We also believe that violent behaviors by individuals as well as societal inequities perpetrated on a collective level are, at their core, about unhealed effects of trauma and ensuing cycles of violence.

We seek candidates who share our vision and philosophy including core beliefs such as (1) we all have been affected by violence and inequities; (2) healing from the effects of those experiences is a life-long process; and (3) commitment to one's healing is a key to our well-being, effective relationships with others, a healthy and equitable work environment, and meaningful political change.

RTS Staff, Clinical Interns, and Volunteer Sexual Assault Counselors, (SAC's) work together to provide a variety of support services to child, adolescent and adult survivors of all forms of direct and indirect trauma from violence and abuse, particularly sexual abuse or assault.

The major components of our agency include the following:

- 24-hour confidential crisis line
- Crisis, Short-term, and Long-term Counseling
- Individual and Group Counseling
- Advocacy & Accompaniment
- Prevention Education, Community Outreach and Professional Trainings
- Vibrant volunteer community

Family Advocate Job Description:

The Family Advocate position is one that requires an empathic, passionate and pragmatic individual who can serve the needs of San Mateo County families, with a special focus on underserved Spanish Speaking communities. Under the supervision of the Program Director, the position will coordinate RTS's efforts to ensure quality advocacy and clinical services to families affected by child sexual abuse.

Primary tasks for the Family Advocate include:

- Follow-up (phone or in person) with families who seek services from the Keller Center or Law Enforcement
- Assess immediate needs of families; create family care plan including warm referrals to family partners (as needed)
- Collaborate with Counseling Department regarding in-take, assessments, scheduling, and case assignments
- Provide administrative and programmatic support of crisis intervention program
- Manage the development and maintenance of a community referral list
- Provide direct trauma counseling services, accompaniment and advocacy to children, adults and families
- Collaborate in the planning and implementing of outreach in San Mateo County
- Participate in weekly group and/or individual mentoring
- Perform other agency responsibilities as requested

1860 El Camino Real, Suite 406, Burlingame, CA 94010

p: (650) 652-0598 f: (650) 652-0596 e: rtserv@sbcglobal.net w: www.rapetraumaservices.org 24-hour crisis line: (650) 692-RAPE



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Program-Specific Qualifications: *Applicants must demonstrate the following qualities, skills, and experiences:*

- Bachelor's degree required
- Bi-lingual Spanish speaking required; Bi-cultural preferred
- Strong interpersonal and communication skills, oral and written, including ability to listen, clarify, validate, respectfully challenge thoughts and ideas
- Strong interest in and commitment to developing and/or expanding trauma-focused counseling and advocacy skills
- Ability to take initiative, provide leadership combined with openness and patience in learning agency culture
- Ability to balance autonomy, accountability, and collaboration
- Ability to manage many projects simultaneously (i.e., multi-task) while attending to detail and quality
- Ability to effectively outreach to various communities with ease, combining humility and confidence
- Basic word-processing and database skills (i.e., Microsoft Excel) or ability to acquire skills quickly

General Qualifications:

- Appreciation of the agency's philosophical understanding regarding violence and oppression (outlined in the "About the Agency" section of this announcement)
- Demonstrable commitment to inclusiveness and making the agency's services accessible to all people
- Demonstrable commitment to your personal healing as key to working responsibly and effectively with others
- Demonstrable commitment to developing trauma-focused counseling and advocacy skills
- Willingness to work flexible hours, including some weekend and evening hours
- Demonstrable commitment to creating and maintaining a work environment reflective of the agency's mission and philosophy regarding working relations
- Perform administrative/operational and maintenance tasks in collaboration with all other staff
- Ability to balance autonomy, responsibility, and collaboration
- Strong organizational skills and interest in maintaining a structured, warm, healing-conducive environment
- Valid California driver's license, insurance, and reliable access to transportation

Salary/Benefits:

Competitive Salary and benefit package including twenty days' accrued PTO, full healthcare, vision and dental and retirement plan. RTS is an Equal Opportunity Employer.

Application Process:

Submit resume and a cover letter via email to jobs@rapetraumaservices.org

We strongly encourage individuals who can represent one or more underserved populations in San Mateo County (e.g., people of color, people who identify as gay, lesbian, bisexual, transgender, people with disabilities, immigrants)

Position open until filled

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