



Program Advocate: Family Violence and Prevention Specialist

The Program Advocate is responsible for providing high-quality, well-coordinated advocacy support to people impacted by gender based violence.

As a result of the New Hampshire Green Book project, WISE has a designated Advocate who specializes in working with families experiencing the co-occurrence of child abuse and domestic violence, and who is co-located at the Claremont office of the Department of Children, Youth and Families (DCYF). The FVPS works to increase the capacity of WISE to support victims who are involved in child protection cases; help child safety caseworkers better understand the complex and far reaching impact of battering on families; and support families in establishing resources and relationships for strength and resiliency.

Hours: Full time, salary, exempt. Occasional evening and weekend hours required.

Reports to: This position reports to the Program Director at WISE, and is part of the Advocacy Team.

Job Responsibilities

Advocacy Team:

- Advocate with victims/survivors of gender-based violence and their support networks
- Accompany survivors within the processes and institutions responding to their experience including court/legal, hospital/medical providers, and law enforcement
- Coordinate and facilitate opportunities for connection and community
- Provide for back-up duties and responsibilities beyond WISE Program Center hours (8:30 am – 4:30 pm) as necessary
- Maintain an active referral network with other professionals and agencies that assist victims/survivors (e.g., hospital, court, campus and police personnel), to promote comprehensive and quality assistance to victims/survivors
- Maintain clear, accurate and timely documentation in accordance with WISE's data collection and reporting requirements including campus specific reports
- Attend community, staff, and/or Board meetings, trainings and/or conferences as requested by the Executive/Program Director
- Participate in the strategic and annual planning processes of WISE
- Perform other duties for the overall functioning of the organization and those duties as requested by the Executive/Program Director

Family Violence Prevention Specialist:

WISE works to be a helpful and contributing community partner with DCYF and other social service organizations. WISE provides opportunities for organizations to better understand how gender-based violence affects the lives of victims and the greater community. We recognize the distinct roles of various institutions and work to make them collaborative. WISE advocates with survivors to navigate the institutions that they are involved with, and supports creative solutions that meet the needs of victims and

their children. Advocates cannot share information or communication with survivors with other organizations without explicit written permission from the survivor.

- Provide education and consultation to DCYF on the impacts of domestic violence on families. This may include; review of the CPSW concerns, safety planning, providing information on local resources, education on current trends and best practices, and creating professional development opportunities
- Make contact with all victims referred to FVPS by DCYF case workers
- Provide support for victims based on their own goals and aspirations, including within their involvement with DCYF. This may include accompaniment and meetings related to DCYF hearings, court hearings and legal proceedings, with social service providers, etc.
- Track and document DCYF related referrals
- Participate in FVPS quarterly meetings

Qualifications:

- Bachelor's degree or equivalent experience in related field
- Experience in the field of advocacy or prevention, and/or excellent knowledge of issues of gender-based violence
- Strong grounding in and commitment to social change advocacy, the Empowerment Model, and a feminist framework for understanding gender-based violence
- Clear and calm judgment, discretion and competency for strategic and diplomatic collaboration
- Demonstrated interpersonal, organizational, and logistical skills
- Strong verbal and written communication
- Ability to multi-task and quickly switch from one project to another
- Computer literate in *at least* Microsoft Suite including especially Outlook, Word, Access and Excel; and WWW
- Able to lift 40lbs, and stand or sit for long stretches
- Reliable transportation, valid driver's license, required minimum vehicle insurance coverage
- WISE requires all employees to submit criminal background and driver's license checks, employment may be dependent on findings
- Successful completion of the WISE Advocate Training Program within 3 months of hire

WISE employees are expected to honor staff values and practice ethical communication.

WISE encourages diversity in applications. Cover letter and resume can be submitted Attention: Peggy O'Neil at the WISE Program Center 38 Bank Street, Lebanon NH 03766 or peggy.oneil@wiseuv.org.