

Solace Crisis Treatment Center
Job Posting
Advocacy Specialist

Position: Advocacy Specialist

Hours: Full Time, 40 Hours, Non-Exempt, Monday-Friday within business hours (8a – 5p).

Salary: Starting range \$16.00-\$20.00

Deadline: Open until Filled

Reports to: Special Victims Unit/Family Advocacy Manager

Location: Santa Fe, NM

Who we are:

Solace Crisis Treatment Center has been restoring strength for over 48 years. Formerly known as Santa Fe Rape Crisis and Trauma Treatment Center, Solace provides a safe place to receive evidence-based therapy for post-traumatic stress, complex trauma, anxiety, and depression disorders for survivors of rape and sexual assault. Other services include victim advocacy, forensic interviewing, and primary prevention programs. We are accredited through the National Children's Alliance as a Family Advocacy Center for children and their families in cases of abuse, neglect, or the witnessing of violent crime.

Position Summary:

The primary role of this position entails working with survivors of sexual and other violent crimes by using trauma informed strategies to assist them in accessing services and navigating the criminal legal system. This position would entail both remote and in person service provision. The victim advocate's primary role is to believe and support victims of sexual assault and other violent crimes. As an advocate, you will have the opportunity to meet a victim of crime wherever they are on their journey to healing, and walk that path alongside them by providing support, accompaniment, and referral. Victim advocates assist survivors of sexual assault and other violent crimes with safety planning, applying for crime victim compensation, filing for orders of protection, navigating the investigative and judicial processes, getting follow up care, and accessing resources that make survivorship possible. Even more importantly, as a victim advocate, you are there to stand alongside that survivor in the courtroom, during an exam, at a forensic interview, during a law enforcement report, or in many other places where your presence reminds that survivor that they are not alone. Victim advocacy requires an understanding of trauma and its impact on our lives, a passion to show up and stand up for survivors of crime, and a readiness to work in a fast-paced environment where no two cases are the same.

Duties and Responsibilities:

- Provide crisis response services for survivors of sexual and other violent crimes and their families in person and over the phone between 8:00 am and 5:00 pm.
- Provide assessment of client service needs and develop a plan to meet those needs in conjunction with other community service providers.
- Serve as a liaison with the Santa Fe Police Department to receive referrals of sexual assault, stalking, sex trafficking and domestic violence cases.
- Participate in the communication and coordination of services with other providers.

- Provide advocacy, preparation, and support for victims and families in coordination with the District Attorney and victim advocates at the First Judicial District Court.
- Maintain tracking of Department cases that enter the court system.
- Develop and maintain strong relationships with external agencies while coordinating services for survivors and families.
- Maintain up-to-date client files and records.
- Evaluate program effectiveness using approved tools and measures.
- Assist with compiling data for reports as needed.
- Assist with any activities as assigned by Department Manager.

Required Qualifications:

- Bachelor's Degree with at least three years of experience working with survivors of sexual and other violent crimes and their families is preferred. *Active community members without formal education are encouraged to apply.
- Knowledge of and sensitivity to family systems and child victimization.
- Strong communication skills.
- Ability to hold confidential information, use good judgment, and exercise awareness of other people's needs.
- Ability to serve clients with compassion, a belief that they are the experts in their own healing, and with strong professional boundaries.
- Ability to form deep connections to community.
- Strong ability to collaborate with professionals from other disciplines and agencies involved in sexual violence investigations and/or provision of services with survivors and families.
- Access to reliable transportation.
- Computer literacy in Windows-based applications

Desired Qualifications:

- You are excited about working with a team and believe in honest communication between colleagues.
- You enjoy creative problem solving.
- You value community collaboration and building relationships across agencies.
- You value self-care and know how to put that value into practice.
- You are detail-oriented and pride yourself on managing multiple tasks without letting things fall through the cracks.

To Apply:

Interested candidates should email a letter of interest, resume, and three professional references to the Executive Director, María José Rodríguez Cádiz, at mjrodcadiz@findsolace.org.

Solace strives to build a multicultural and equitable work environment. Qualified applicants will receive consideration for employment and will not be discriminated against based on race, color, religion, sex, sexual orientation, gender identity/expression, national origin, disability status, protected veteran status, or any other characteristic protected by law.