

## Job Opportunity, The Victim Center

**Title:** Victim Advocate, After-Hours Response

**Agency:** The Victim Center is a grassroots nonprofit agency that provides free-of-charge services to men, women, and children victims of violent or sexual crimes. Its services include prevention education, counseling, advocacy, and 24-hour crisis intervention. The agency does not provide shelter. Applicants are encouraged to visit our website at [thevictimcenter.org](http://thevictimcenter.org).

**Primary Work Location:** Location to be determined ; may include The Victim Center main office at 819 N Boonville Ave., Springfield, MO 65802 and/or work from home arrangement. In-person response to crisis calls may include locations such as area emergency rooms, law enforcement agencies, and secured crime scenes.

**Compensation:** Compensation will be based on qualifications and experience; Health/life insurance and a generous paid-time-off package are included.

**Work Hours:** Typical working hours will be 40 hours per week at some point between 6pm-8 am during the week. Exact hours to be determined.

**Description:** The after-hours Victim Advocate is a non-exempt, salaried, full-time position dedicated 100% of time toward crisis intervention, crisis response, and personal advocacy to adult or child victims of violent and/or sexual crimes. This position responds to victims requesting assistance via phone or hotline, as well as in person to assist victims of sexual assault and other crimes at area emergency rooms, law enforcement agencies, and crime scenes. Detailed job description available upon request. Reports directly to the Program Director and Executive Director.

**Qualifications:** Candidates should have at least a four-year degree from an accredited college or university or must have an equivalent combination of education/experience necessary to perform the essential job functions. Experience in a related field is preferred, along with knowledge of client resources within the Springfield/southwest Missouri area. Desired applicants must be able to work with diverse populations, especially those who are at-risk or in crisis. Must be able to pass a criminal background check and have personal transportation necessary for daily travel across Springfield or outlying counties if needed. Must be proficient with Microsoft Office and Windows-based platforms. Must be able to do light lifting and work in environments requiring long periods of sitting and/or standing.

**Application Procedure:** Please submit a [resume](#) and a [cover letter](#) explaining why you are the best candidate for the position to [thevictimcenter@gmail.com](mailto:thevictimcenter@gmail.com). Please include "Victim Advocate-After Hours Response" in the subject line. Interviewees will be required to complete

an application. Video applications will not be accepted. **Deadline to apply is December 22nd at 11:59 p.m.**

For inquiries, please call 417-863-7273 (Monday-Thursday 8a-6p) or email [thevictimcenter@gmail.com](mailto:thevictimcenter@gmail.com)