

**IDVA ADVOCATE**

**FUNCTION:** To provide information to victims of abuse regarding the Illinois Domestic Violence Act/Order of Protection. To accompany victims to court, provide support, and advocacy with individual cases as needed.

**FT/PT:** Full-time (40 hours a week)

**CLASSIFICATION:** Exempt

**REPORTS TO:** Outreach Services Coordinator

**SUPERVISES:** N/A

**Responsibilities:**

1. Provide information on IDVA, Crime Victims Compensation Act, orders of protection and other legal options and remedies to residential and walk-in clients during individual and group sessions.
2. Collaborate with CAWC Counselor/Advocates regarding legal issues.
3. Provide accompaniment to court as needed.
4. Actively pursue resolution of problems encountered by abused women with police, courts, etc.
5. Present workshops on IDVA to community groups and/or social services providers.
6. Work with Volunteer/Education Coordinator and Program Directors to present in-service trainings for all CAWC programs.
7. Provide counseling, crisis intervention, emotional support, legal and systems advocacy, information and referrals to adult clients.
8. Prepare reports; maintain statistical and other records as required.
9. Other duties as assigned.

**Qualifications**

**Required:**

1. Two years advanced education or experience in social services, women's services, or community development.
2. Working knowledge of the Illinois Domestic Violence Act, police and court process and procedures, preferably specific to Cook County.
3. Knowledge of woman abuse.
4. Excellent interpersonal and communication skills, both written and verbal.
5. Demonstrated ability to work effectively with people from diverse background.
6. Ability to work both independently and cooperatively.

**Helpful:**

1. Experience with group leading or teaching
2. Community organizing.
3. Bilingual/bicultural--Spanish/English
4. Systems advocacy experience

*\*To apply please email cover letter and resume to Beth Klieger at [bklieger@cawc.org](mailto:bklieger@cawc.org)*