



INSTITUTE FOR NONVIOLENCE CHICAGO

POSITION TITLE: Victim Advocate

REPORTS TO: Victim Services Supervisor

The Institute for Nonviolence Chicago's mission is to end the cycle of violence using Dr. Martin Luther King, Jr.'s principles and teachings of nonviolence. Informed by a philosophy of nonviolence, Nonviolence Chicago will establish caring and sustained relationships with participants engaged in the cycle of violence. We will emphasize partnerships with community members, leaders, social service providers, and local law enforcement to reduce community levels of violence. We will help create a safer, healthier environment for young adults, youth, and their families. These general approaches will be specifically addressed using for major methods: Community Violence Intervention (CVI) / Street Outreach, Individualized Service Provision, Victim Support Services, and Nonviolence Training.

POSITION OVERVIEW:

The Victim Advocate works with a portfolio of participants who have been directly or secondarily affected by street violence to provide case management, crisis intervention, support, and advocacy. The Victim Advocate will work with individuals, families, and friends of victims in coordination with our Outreach and Case Manager teams.

ESSENTIAL FUNCTIONS/RESPONSIBILITIES:

- Accomplishes participants' care by assessing individual needs; providing direct services and engaging in ancillary activities; participating in interdisciplinary Institute team.
- Provide direct case management and emergency support services to victims of violence and their families.
- Provides immediate crisis response to victims and their families after a shooting or homicide, responding to crime scenes and hospitals to provide immediate supportive services.
- Provide support and advocacy to the victims of violence and their families through home visits, phone calls, criminal justice advocacy, and referrals to other support organizations
- Coordinate and facilitate educational forums, family and group support sessions, trainings and other gatherings
- Develop relationships with partner organizations and build "warm referral" network for linkage
- Provide referral to partner organizations for domestic violence and intimate partner shootings and/or homicides.
- Document client contacts and services provided and assist program manager with data collection and required reporting
- Assist victims in accessing resources such as Victim's Compensation, Short Term Disability, affordable healthcare, mental health services and referral to domestic violence supportive services



- Work with victims to identify and address safety concerns and create a plan for long term safety and well-being.

QUALIFICATIONS:

- Flexible schedule - this position requires nights, weekends and on-call schedules
- At least 3 year's experience supporting and working with in-risk youth and street-involved youth and developing individualized plans for in-risk youth; awareness of trauma reactions
- At least 3 year's experience working with people from various ethnic, economic, and educational backgrounds both as colleagues and as clientele
- Experience documenting case notes
- Experience developing and retaining relationships with other service providers
- High level of interpersonal skills and conflict resolution skills and ability to communicate effectively both verbally and in written form
- Crisis intervention training or knowledge
- Knowledge of Chicago and communities with histories of violence
- Proficient in Microsoft Office Suite and comfortable using computer programs to track participant engagement

SALARY/BENEFITS:

Competitive/commensurate with experience and other qualifications. Competitive benefits package available, including Health, Life, and 401K. Employment with INVC requires proof of vaccination or an approved medical exemption.

To apply, please send a cover letter along with your resume to [hiring@nonviolencechicago.org](mailto: hiring@nonviolencechicago.org).

Institute for Nonviolence Chicago -- EEO Statement

Institute for Nonviolence Chicago provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability, or genetics. In addition to federal law requirements, Institute for Nonviolence Chicago complies with applicable state and local laws governing nondiscrimination in employment in every location in which the organization has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.