



Job Description

Position Title: Sexual Violence Volunteer Advocate

Hours Per Week: 30 (2 shifts)

Mission Statement: To reduce the impact and harm of sexual violence in the communities we serve.

Job Summary: Volunteer Advocates help support SWR's mission and goals by providing support services and community awareness in Beltrami, Cass, Clearwater, and Hubbard Counties.

Our volunteers are a core component in assisting us in providing advocacy and support to victims of sexual violence. Being a volunteer is an opportunity to impact and support a person in need, enhance social change and participate in a strong team. SWR welcomes you to consider being a volunteer with our agency as an opportunity for both personal and professional training and generosity to our community.

Areas of Responsibility:

Ethical & Professional Behavior

1. Represent agency's mission and values with those you interact with in your professional role.
2. Maintain a respectful, non-judgmental demeanor towards clients.
3. Maintain client confidentiality, when client/case requires sharing of client/case information obtain appropriate signed releases for each case.
4. Provide compassionate and empathetic services while maintaining clear professional relationship boundaries.
5. Comply with mandatory reporting and client confidentiality criteria as defined by law.
6. Attend all relevant volunteer meetings and other meetings as requested.
7. Complete all necessary paperwork in a timely manner.

Primary Responsibility

1. Serve on-call a minimum of 2 overnight shifts per month.
2. Provide crisis intervention/basic counseling via after hours crisis line.
3. Accompany victims through the reporting process at the emergency room and law enforcement interviews.

4. Adhere to reporting requirements for clients. This includes complying with mandatory reporting as defined by law.
5. Provide information and referrals to clients and callers.
6. Collect and record client data.
7. Maintain confidentiality of clients and advocates.
8. Respond to clients in a professional and supportive manner.
9. Complete pre and post shift check-in.
10. Comply with SWR policies and philosophy.

Qualifications/Requirements

1. All potential volunteers must submit an application, go through at least one interview, an initial criminal background study (every two years thereafter), and a reference check before training.
2. Must be at least 18 years old in order to provide direct services to victims of sexual violence. Those under 18 may participate in events with permission of parent/guardian.
3. Successful completion of 40-hour training provided by SWR prior to volunteering/working with clients.
4. A philosophy of non-violence and non-discrimination. The ability to work with people of different economic and cultural backgrounds; acceptance of cultural, racial, religious, age, ability, and affectional differences between people.
5. No history of sexual exploitive behavior, sexual violence, or other related offense.
6. No recent issues related to sexual violence that would keep you from effectively assisting victims of sexual violence and/or provide a conflict of interest for the agency.
7. Must have a valid Minnesota driver's license and own working vehicle.
8. Must complete 12 hours of continuing education per year (includes volunteer meetings, webinars, office coverage and hands on calls).

Other Opportunities:

1. Participate in Support Within Reach community awareness activities (Take Back the Night, Sexual Assault Awareness Month, etc.)
2. Provide in-office support at Support Within Reach
3. Fundraising
4. Support Group Facilitation
5. Board Membership

To Apply: Please email: contact@supportwithinreach.org to have an application sent to you and include "Volunteer Application" in the subject line of your email. Complete application packets may also be mailed to Support Within Reach, 1510 Bemidji Ave N Suite 13, Bemidji, MN 56601.

We look forward to hearing from you!