

## BILINGUAL COURT ADVOCATE Pittsfield

*Elizabeth Freeman Center (EFC) seeks a bilingual (Spanish and English) advocate to provide support, advocacy, and crisis response for survivors of domestic and sexual violence in county courts through our SAFEPLAN Program. This position is primarily based in Central Berkshire District Court in Pittsfield.*

*More information available at [elizabethfreemancenter.org](http://elizabethfreemancenter.org). Email cover letter and resume to [jobs@elizabethfreemancenter.org](mailto:jobs@elizabethfreemancenter.org). AA/EOE*

### **Responsibilities include:**

- Provide crisis intervention, support, and information to survivors of domestic violence, sexual assault, and stalking who come to court seeking protection orders
- Assist survivors in completing protection order application forms and accompany survivors in court
- Create individualized safety plans with each client
- Assess circumstances and emergency needs and provide assistance to meet those needs, including for shelter, safety, basic needs, and transportation
- Connect survivors with internal and external community resources with follow-up as appropriate
- Advocate on issues of housing, finances and benefits, children, medical and mental health care, etc.
- Develop and advance collaborative working relationships with clerks, judges, prosecutors, judges, victim witness advocates, and other members of the justice system
- Contribute to outreach and collaboration efforts with community partners, and in providing community education, disseminating program outreach materials, and tabling at community events
- Maintain appropriate and professional boundaries with individuals receiving EFC services and adhere to strict guidelines and protocols to ensure client confidentiality
- Perform other duties as assigned to promote agency mission

### **Preferred qualifications include:**

- Experience working with survivors of domestic and/or sexual violence
- Experience in advocacy, community organizing, and/or community engagement
- Knowledge of and/or interest in the court system
- Skills in spoken and written communication, computer/technology, and collaboration
- Demonstrated commitment to providing survivors of domestic and sexual violence with holistic, accessible, trauma-informed, strength-based victim services and advocacy

- Bachelor or Associate Degree (may be waived for relevant, comparable level of work or life experience)
- Must successfully pass Criminal Record Check-CORI, be suitable to work with minors, and have valid Massachusetts driver's license and reliable transportation

**Work Hours:**

40 hours per week. Occasional evening and weekend work required for outreach activities.

**Compensation and benefits:**

Elizabeth Freeman Center believes in offering all staff: competitive salary and benefits, engaged and dedicated colleagues, training and education in best practices, career development opportunities, openness to innovation, and the opportunity and resources to do meaningful, impactful work. This position begins at \$20.50 per hour plus \$1.00/hour increment for bilingual English/Spanish skills, additional increments for frequently used languages, special skills and education. EFC pays 85% of health insurance premiums and contributes to an FSA. EFC has generous paid leave as well as other benefits.

**Applying:**

To apply, please send cover letter and resume to [jobs@elizabethfreemancenter.org](mailto:jobs@elizabethfreemancenter.org). Deadline is rolling until position has been filled.

*EFC is an Affirmative Action/Equal Opportunity Employer. Survivors of domestic or sexual violence, people of color, people with disabilities, people who are bilingual/bicultural, and members of the LGBTQ community are strongly encouraged to apply.*