



## **BILINGUAL COURT ADVOCATE AND COUNSELOR Great Barrington Office**

*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. Splitting time between the South County District Court (Great Barrington) and EFC's south county office (Great Barrington), the advocate will provide a blend of court advocacy, crisis response, and counseling. Email cover letter and resume to [jobs@elizabethfreemancenter.org](mailto:jobs@elizabethfreemancenter.org). AA/EOE*

### **Responsibilities include:**

- SAFEPLAN Court Advocate (South County District Court, Great Barrington) - 2 days/week
  - Provide support, advocacy, information, and referrals to survivors of domestic violence, sexual assault, and stalking seeking court protection orders, with seamless warm referral to all of EFC's services
  - Assist survivors in completing protective order application forms and accompany survivors in court during civil proceedings
  - Create individualized safety plans with each client
  - Develop and advance collaborative working relationships with clerks, judges, prosecutors, judges, victim witness advocates, and other members of the justice system
  - For more information on the statewide SAFEPLAN program, visit [www.mass.gov/mova/safeplan](http://www.mass.gov/mova/safeplan)
  
- Counselor/advocate - 3 days/week
  - Offer counseling, advocacy, crisis response, information, and referrals for survivors of domestic and sexual violence
  - Assess circumstances and emergency needs and provide assistance to meet those needs, including shelter, safety, and transportation
  - Address barriers to help or healing, and provide support
  - Advocate on issues of housing, finances and benefits, children, medical and mental health care, etc.
  - Assist with support/educational groups, including Escuela de Finanzas
  - Connect survivors with internal and external community resources with follow-up as appropriate
  - Contribute to outreach and collaboration efforts, including: working with community partners, providing community education, distributing program outreach materials, and tabling at community events, particularly to our immigrant communities
  - Maintain appropriate and professional boundaries with individuals receiving EFC services and adhere to strict guidelines and protocols to ensure client confidentiality

- Other duties as assigned to promote agency mission

**Preferred qualifications include:**

- Experience working with survivors of domestic and/or sexual violence
- Experience in counseling, community organizing, and/or community engagement
- Knowledge of domestic and sexual violence
- Involvement with immigrant communities
- 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 determined appropriate to work with persons under 18, and have a valid Massachusetts driver's license and reliable transportation

**Work Hours:**

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

*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.*