

Job Title	Victim Service Coordinator
Employer/ Agency	Victim Support Services
Job Description	<p>Victim Support Services, formerly Families & Friends of Violent Crime Victims, is seeking a full time (40 hours per week) qualified applicant for the position of Victim Services Coordinator in Snohomish County. This position is responsible for the continuing development and implementation of the organization's direct services program to victims of crime throughout Snohomish County. Victim Support Services main office is located in Everett, with satellite offices located in Renton and Bellingham. This position will be located in our Everett Office. Bilingual abilities are preferred.</p> <p>All successfully bidding applicants must successfully pass a Washington State Patrol Background check, attend and successfully complete the 40-hour pre-service core advocacy training, and attend additional required training.</p> <p>ESSENTIAL JOB FUNCTIONS:</p> <p><u>Advocacy</u></p> <ul style="list-style-type: none"> • Provide direct assistance to crime victims, their families and friends, and the community via telephone and in-person contacts. • Offer emotional support, resources, referrals and assist with typical struggles created by victimization. • Provide information and referral services to victims/loved ones regarding other agencies, counselors, legal services, medical services, support groups and shelters. Responsible for maintaining up-to-date resources. • Provide follow-up and ongoing contact with clients. • Assist with filing for Crime Victims Compensation, writing Victim Impact Statements, and enrolling in Victim Witness Notification Program. • Coordinate and facilitate agency approved peer support group model for crime victims. • Maintain accurate records on all client contacts. Complete required statistical information. • Advocate on behalf of victims and survivors within the criminal justice system. • Act as a liaison between victim/family and the media, prosecutors, Crime Victims Compensation to include courtroom advocacy for pre-trial, sentencing, post-sentencing and appeals. • Other duties as assigned. <p><u>Outreach</u></p> <ul style="list-style-type: none"> • Collaborate with stakeholders in the criminal justice system and social services agencies to include regional partners. • Attend and/or facilitate community meetings regarding victim issues. • Identify underserved populations of crime victims in community and explore means to provide information. • Promote awareness of services for crime victims.

Qualifications	Education: MSW/MA preferred. Minimum BA in Social Services or related field.
Salary/Hours	Range: \$20-\$27 per hour
Employer/Agency	Victim Support Services
City, State, Zip	Everett, Washington
Application Method	Send resume and cover letter to colleen@victimsupportservices.org

To post a job opportunity or if your response to this job posting results in successful employment, please email the GCSW Office of Alumni and Career Services at mswjobs@central.uh.edu with the hiring details of your new job opportunity. Thank you.