

<b>Job Title</b>	Victim Witness Specialist
<b>Employer/ Agency</b>	Federal Bureau of Investigation/Houston Field Office
<b>Job Description</b>	The Department of Justice, Federal Bureau of Investigation (FBI) would like to announce a position vacancy in the Office for Victim Assistance/Victim Assistance Program. Currently, the FBI has an opening for the position of Victim Specialist, GS 11 and GS 12 grade levels, in Houston, TX. <b><i>Spanish speaking candidates are strongly preferred, but not mandatory.</i></b>
<b>Qualifications</b>	<p>Possess a bachelor's degree (or higher) in a behavioral or social science discipline or discipline related to the victim assistance field to include, but not limited to: Criminal Justice, Social Work, Counseling, Human Services, or Psychology.</p> <p><u>AND</u></p> <ul style="list-style-type: none"> <li>• Possess specialized experience in victim assistance to include:</li> <li>• Worked within a law enforcement or victim service agency to assess, triage and provide crisis intervention and assistance to victims at the time they suffered direct or threatened physical, emotional, psychological, or pecuniary (financial) harm as a result of a violent crime.</li> <li>• Performed direct client services and/or program development functions.</li> </ul> <p>Best qualified candidates will be able to demonstrate a <u>minimum of three years of experience providing direct services to violent crime victims</u> in one of the following:</p> <ul style="list-style-type: none"> <li>• Law enforcement agency</li> <li>• Prosecutor's office/legal aid clinic</li> <li>• Non-profit victim assistance program</li> <li>• Child protection/welfare program</li> <li>• Medical social work program</li> <li>• BIA/Tribal Council Victim Assistance Program</li> <li>• Military family advocacy program</li> <li>• Child advocacy center or program</li> </ul> <p>If you have this experience, please ensure you document it thoroughly on your resume; to include, the name of the agency, timeframe, and details of how you (directly or in-person) assessed the needs of and provided crisis intervention services and/or appropriate resources/referrals to victims.</p> <p>In addition to the requirements listed above, candidates applying for this position will be selected based upon their experience, skills and competencies in the following areas:</p>

	<ul style="list-style-type: none"> <li>• Experience in and ability to assess, triage, and provide direct, in-person crisis intervention services to victims of violent crime;</li> <li>• Experience in responding to crime scenes to provide direct, in-person assistance to victims of violent crime when requested by law enforcement;</li> <li>• Experience in and ability to identify, develop, and maintain, appropriate emergency and follow-up resources within the community, state, and/or federal arena in which to provide and/or refer victims of violent crime;</li> <li>• Experience in and ability to liaison with and maintain relationships with local, state, and federal agencies, human service systems, and non-profit organizations to ensure the smooth transition of and/or adequate and appropriate resources to victims of violent crime;</li> <li>• Experience in and ability to communicate effectively both orally and in writing, sufficient to make presentations and to prepare clear, comprehensive, and concise documents and reports;</li> <li>• Ability to establish and maintain effective working relationships with persons of different cultures, ethnicities, and socio-economic status and variety of personnel in varying positions both internal and external to the FBI, treating all individuals with patience, sensitivity, respect, and dignity; and</li> <li>• Ability to handle stress and make sound decisions.</li> </ul>
<b>Salary/Hours</b>	Working Hours: 8:15 a.m. - 5:00 p.m. (M-F); with after hour(s)/ on call responsibility. Victim Specialists respond to crimes after hours/weekends to provide assistance to victims as necessary. Grade Level GS-11, GS-12 levels
<b>Employer/Agency</b>	FBI Houston
<b>Address</b>	1 Justice Park Drive
<b>City, State, Zip</b>	Houston, Texas 77092
<b>Email Address</b>	OVAjobs@ic.fbi.gov
<b>Application Method</b>	If you are interested in this position, please forward your resume to the following email address: OVAjobs@ic.fbi.gov by <b>COB on Sunday, 2/19/2017</b> .
<b>Opening Date</b>	Please note the short deadline

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](mailto:mswjobs@central.uh.edu) with the hiring details of your new job opportunity. Thank you.

UNIVERSITY of **HOUSTON**  
GRADUATE COLLEGE of SOCIAL WORK