



Sexual Assault Caseworker

Are *YOU* ready to make a real difference in our community? The **Sexual Assault Caseworker** provides crisis intervention and support services to survivors of sexual assault or human trafficking. They will also assist in answering incoming crisis calls and conducting intervention, casework and transportation for clients.

A Better Way provides shelter and services for victims of domestic violence and sexual assault, a Rape Crisis Center, advocacy, individual trauma-informed counseling, support groups, transitional housing, rapid rehousing, a 24-hour crisis line for persons in any crisis, education and referrals, a suicide hotline, teen dating violence and domestic violence prevention programs, and a check-in call service for elderly or disabled homebound persons.

This position is part-time and is located in Muncie, Indiana

Essential duties and responsibilities include the following. Other duties may be assigned. *Reasonable accommodations may be made to enable individuals with disabilities to perform these essential functions.*

- Provide various forms of direct services over the telephone and in person to survivors of sexual assault, human trafficking and domestic violence, both residential and non-residential.
- Assist clients through emotional support, advocacy, and other supportive services.
- Complete narratives, clerical paperwork and other forms of documentation relating to all client work.
- Answer and handle incoming crisis and suicide calls.
- Conduct intakes interviews with clients to assess needs.
- Transport clients and their children as necessary for intakes, crisis intervention, school, work, court, and other needs.
- Maintain building security as per agency policies and procedures.
- Assist in sorting donations and house management duties including light office cleaning.
- Perform other duties as assigned.

Supervisory responsibilities No

Work environment Able to stand and/or walk up to 25% of time. Able to sit up to 75% of the time. Able to view a computer monitor for 6-8 hours per day. Must be able to lift up to 15 pounds at times.

Education and/or Experience

- High school diploma or equivalent is required.
- Two to four years of relevant job experience in human services, sexual assault, human trafficking, domestic violence, and supportive services or the equivalent of college-level courses in a related field is required.
- A driver's license and proof of insurance are required.
- Demonstrated knowledge of how to work with victims of sexual assault, human trafficking and domestic violence are required.
- Strong working knowledge of community resources is preferred.
- Effective verbal and written communications skills
- Attention to detail and organization skills are necessary.
- High levels of confidentiality and professionalism are required.
- Bilingual skills are a plus.

The starting wage for this position is \$18.00/hour

Candidates should submit the applications to our website <https://abetterwaymuncie.org> **OR** Email resume to contact@abwservices.org. Please include "Victim Advocate - Richmond" in the subject line.