

SANTA YNEZ VALLEY PEOPLE HELPING PEOPLE

JOB DESCRIPTION

POSITION: Advocates for Domestic and Child Abuse Prevention (ADCAP) Volunteer
REPORTS TO: ADCAP Director, ADCAP Coordinator
SUPERVISES: N/A

PRIMARY RESPONSIBILITIES

The ADCAP Volunteer will respond to 911 domestic violence calls from the Sheriff's Department from 5:00 pm until 8:00 am Monday through Friday and on the weekends. The response may be on-scene or by phone, depending upon the type of response the Sheriff requests.

EXAMPLES OF DUTIES

- Completes the required 40 hour training to be a certified domestic violence advocate.
- Responds to all domestic violence calls during an assigned shift.
- Provides information and support to victims at the time of the crime.
- Demonstrates effective communications with victims and law enforcement
- Completes all required paperwork.
- Ensures that the case information is provided to Coordinator in a timely manner.
- Performs other related duties as assigned.

VOLUNTEER STANDARDS

Knowledge

Crisis intervention techniques, communication techniques, cycle and dynamics of domestic violence, child abuse reporting laws.

Abilities

Must be able to establish and maintain appropriate professional boundaries, able to respond to 911 calls after hours and weekends, ability to work as a member of a team.

Education and Experience

Must be trained as a domestic violence advocate.

Other

Possession of a valid CA driver's license and an acceptable driving record.

Physical Requirements

Driving, talking on the telephone, sitting for periods of time, walking and writing.

Approved By: _____ Date: _____

My signature on this job description indicates that I understand the requirements of this volunteer position with People Helping People. I also understand that my signing this job description does not imply any contractual agreement, intent of, or offer of employment or payment for my services from PHP.

Volunteer _____ Date: _____

Supervisor _____ Date: _____