



Office of the District Attorney Alameda County

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District Attorney
alcoda.org

Victim Advocate I / II (Mental Health Specialist III)

\$2,817.00 - \$3,351.00 bi-weekly,
\$6,103.50- \$7,260.50 monthly

JOB DESCRIPTION

There is an immediate position available for a Victim Advocate. The candidate selected will be assigned to assist victims of crime and their families as required under California Penal Code 13835.5.

The Victim Advocate will work with the victims and-or their families by addressing their social and psychological needs as they participate in the prosecution of their cases. The Advocate will assist victims with filing a California Victim Compensation Program (CalVCP) application; assist with answering questions regarding the CalVCP application process and provide referrals for services in the community. The Advocate will provide the following services: crisis intervention, emergency assistance, direct counseling, resource and referral counseling to community agencies, public presentations and training, court support, criminal justice system orientation, and case status and disposition notification. The Advocate will also aid in submitting a victim impact statement and request for direct restitution to the court.

The position requires field visits to the victim's home or other locations as requested by the victim and the District Attorney's Branch Offices and requires the candidate to possess a valid California Driver's License and reliable qualifications.

MINIMUM QUALIFICATIONS

Education:

The equivalent to graduation from two-year college and-or four-year university with major coursework in Behavioral Science, Crisis Intervention, Criminal Justice, Psychology, Social Work, Sociology, or related program area; and-or

Experience:

Work experience and-or lived experience working with victims of child abuse and exploitation, domestic violence, sexual assault, elder abuse, and human trafficking.

Desired Qualifications

- 40–60-hour Certificate of Training from a Domestic Violence, Crisis Intervention and-or Rape Crisis Program
- Possession of a State of California Victim-Advocate Certificate
- Bilingual, oral, and written skills in Spanish
- Work experience providing victim services, peer counseling, or equivalent social service skills.

- Valid CA Driver's License and reliable qualifications.

SKILLS & ABILITIES TO:

- Ability to communicate effectively orally and in writing with individuals and groups, public, private, and governmental agencies, particularly criminal justice agencies.
- Ability to communicate and deal effectively with individuals and groups in stressful situations.
- Ability to work effectively under limited supervision, high stress, and rapidly changing situations and circumstances.
- Ability to demonstrate sensitivity to the cultural/ethnic diversity of the service populations and to be sensitive to the needs of special people, e.g., differently abled, young children, elderly, etc.
- Possess interpersonal, problem-solving, and organizational skills.
- Ability to pass a background investigation to identify factors limiting effective job performance and other areas consistent with office policy and practice.
- Possess the skill to complete at least 40 hours of entry-level training.

HOW TO APPLY

Please send us a cover letter and resume, also complete our DA [Job Application](#).
Email to the District Attorney Recruitment Unit at DARecruiting@acgov.org.

The District Attorney's Office is an Equal Opportunity Employer. All qualified candidates, regardless of race, ethnicity, gender, sexual-orientation, or physical ability are encouraged to apply.

The Alameda County District Attorney's Office is an equal opportunity employer.