

**Hubbard House
Victim Advocate**

Victim Advocate for shelter, outreach and court programs. BA/BS in human service field with experience in crisis intervention and working with victims of domestic violence. AA or equivalent considered with at least three years applicable experience. HS diploma or GED considered with at least five years experience working in a certified domestic violence center. Experience in Microsoft Office (or equivalent) and data entry. A valid driver's license and dependable transportation required. Vehicle insurance must be maintained. Must meet eligibility requirements for Hubbard House, Inc. vehicle insurance coverage.

This position is responsible for assisting victims of domestic violence in obtaining services from social services agencies, criminal justice system, medical and educational personnel. The Victim Advocate provides service management, counseling, advocacy, support, crisis intervention, safety planning, lethality assessments, group facilitation and follow-up services to survivors of domestic violence and their families. Other program participants may include victims of elder abuse, human trafficking, child abuse and sexual assault. Some weekends and pager rotation.

Please submit a letter of interest and updated resume to, Attention COO at hubbardhouse@hubbardhouse.org, by fax at 904.354.1342 or mail to P. O. Box 4909, Jacksonville, FL 32201. **NO PHONE CALLS PLEASE.**