

## **Job Posting: Victim Advocate**

### **EXAMPLES OF WORK PERFORMED**

The ideal candidate will have a working knowledge of the requirements of FS 960 and will be able to provide advocacy pursuant to these provisions. This position shall provide information concerning services available to victims of crime to include:

Availability of crime victim compensation; information about community based treatment programs, crisis intervention services, counseling and social services; the role of the victim in the criminal justice system; the stages in the criminal justice process which are of significance to the victim and how such information can be obtained; the right of the victim to be present and to be heard when relevant, at all critical stages of the criminal or juvenile proceedings; the prompt and timely disposition of the case. Typical weekly work involves the following:

- Assist with restitution documentation
- Assist with victim impact statements
- Provide crisis counseling
- Provide follow up contact
- Provide information and referral
- Provide criminal justice support and advocacy
- Provide assistance in filing compensation claims
- Provide personal advocacy
- Provide accompaniment to testimony and court events
- Enter documentation of services provided

### **Minimum Training and Experience**

Graduation from an accredited four-year college program with major work in the area of social science or criminal justice, or an equivalent combination of training and experience.

To apply for this position please complete the application, print and either mail or deliver in person to the Office of the State Attorney Attention: Human Resources Administrator, 120 W. University Ave, Gainesville, FL 32601, by October 25, 2017.

Drug free Workplace, EOE/AA