



Skokomish Indian Tribe

Tribal Center (360) 426-4232

N. 80 Tribal Center Road

FAX (360) 877-5943

Skokomish Nation, WA 98584

VACANCY ANNOUNCEMENT

POSITION TITLE: VICTIM ADVOCATE

SUPERVISOR: VICTIM SERVICES MANAGER

OPEN: OPEN UNTIL FILLED

SALARY: \$49,962.00-\$60,299.00 ANNUALLY

REPRESENTATIVE DUTIES INCLUDE: The Victim Advocate provides advocacy, direct services, education and career readiness support and emotional support, effective case management and wellbeing classes/sessions for assigned participants for Skokomish Tribal Victim Assistance Program participants as well as data collection and reporting. Provides advocacy, direct services, education and career readiness support and emotional support, effective case management and wellbeing classes/sessions for assigned participants Advocate and provide resources for program participants involved in the tribal, county state or federal justice system(s).

MINIMUM QUALIFICATIONS:

1. Bachelor's in Sociology, Psychology, Education or related field plus a minimum of two years of related professional experience.
2. Demonstrated experience providing services, advocacy and support for victims.
3. Exceptional communication skills, both written and oral, and the ability to communicate effectively with diverse groups, including public speaking ability and experience conducting public education activities and developing written informational materials.
4. The selected candidate must successfully complete a pre-employment drug screen test, and a complete background investigation, including relevant criminal history, prior to employment.
5. Must receive or be willing to receive the COVID-19 vaccination, including booster shot(s) by the date of hire to be considered. Proof of vaccinations required.

Behavioral Standards: Respectful, courteous, and friendly to customers, other tribal employees, and tribal leaders. A team player that helps the organization meet its objectives. Takes initiative to meet work objectives. Effective communications with customers and other tribal employees. Gets along with co-workers and managers. Positively represents the tribe maintaining the trust Skokomish residents have place in each of us. Demonstrates honesty and ethical behavior.

This position is at will and does not create a contractual relationship between the tribe and the employee.

MUST RECEIVE APPLICATIONS: Open Until Filled. The Skokomish Tribe's Policies and Procedures apply to this position, including Indian Preference, Confidentiality and Drug-Free Workplace. Contact the Personnel Office for a full job description and information on this position or the Skokomish Indian Tribe's policies.

Reviewed and approved

CEO Initial: ____ Date: _____

4/28/2023