



Position: Police Engagement Advocate

Supervisor: Vice President of Prevention & Outreach

Position Description:

This professional works to strengthen PADV's relationship with law enforcement departments in Fulton and Gwinnett counties to build a client-centered response to domestic violence.

Roles and Responsibilities:

- Build and maintain a collaborative relationship with law enforcement departments in both Fulton and Gwinnett counties.
- Act as a liaison for client-centered, effective and trauma informed service delivery to domestic violence survivors and serve as a point of contact for domestic violence detectives.
- Assist law enforcement agents in developing a client-centered plan when responding to domestic violence.
- Work cooperatively with other criminal justice, legal, medical and mental health professionals who serve crime survivors.
- Assist domestic violence survivors in arranging appropriate shelter, securing transportation services, financial assistance and other resources needed to facilitate transition to safe, violence free future.
- Conduct trainings addressing the needs of DV victims to law enforcement and other first responders.
- Support community awareness and education of domestic violence.
- Represent PADV at Task Force, Fatality Review, and other community collaborative meetings.
- Provide professional documentation of services provided, including statistical information and safety planning and maintains case records utilizing CJCC Standards as a primary benchmark in Apricot.
- Commit to the principle of confidentiality as it relates to client information.
- Follow agency/contract/grant/licensing policies and procedures.
- Respond to agency needs as established with the Vice President of Prevention & Outreach in line with program assignments, abilities, and community needs.
- Stay current on new developments in the field of Domestic Violence.
- Attend weekly team meetings, supervision meetings, monthly staff meetings and all other grant required trainings.
- Other duties as assigned.

Minimum Qualifications:

- Bachelor's Degree, Master's Degree in a related field preferred.
- Empowerment-based advocacy/counseling skills, such as assessment planning, problem solving, crisis intervention and supportive techniques.
- Knowledge of domestic violence and its impact on victims.
- Knowledge of law enforcement/domestic violence initiatives.
- Knowledge of first response and judicial systems a plus.
- Minimum 21 years of age with a valid driver's license and reliable transportation.
- Available to work flexible, but established hours based on the needs of the position.
- Ability to work in a diverse team environment.

Employee

Date

VP of Prevention & Outreach

Date

President & CEO

Date