



Description of Responsibilities

Position Title: Bilingual Family Advocate

Supervisor: Director of Forensic Services

Baltimore Child Abuse Center

The mission of Baltimore Child Abuse Center is to provide victims of child sexual abuse, trauma, and other Adverse Childhood Experiences in Baltimore and their non-offending caretakers with comprehensive forensic interviews, medical treatment, and mental health treatment with a goal of preventing future trauma.

Summary:

In supporting the mission of BCAC, the Bilingual Family Advocate (FA) is the first point of contact for victims of child sexual abuse, sexual assault, other crimes and exposure to violence, as well as for their non-offending caregivers of Latino origin. The focus of victim support and advocacy is to help reduce trauma for the child and non-offending family members and to improve outcomes. The Bilingual FA helps the non-offending caregiver to identify and access services the family may need. In addition, the Bilingual FA encourages the non-offending caregiver to participate in the investigation, prosecution, treatment, and support services.

Victim support and advocacy may include but is not limited to:

- Greeting and orientation of the child and family to the children's advocacy center and multi-disciplinary process
- Provide crisis intervention and support for the child and family at all stages of investigation and prosecution
- Provide education about the coordinated, multidisciplinary response
- Consult with and provide support to Forensic Interviewers, especially Bilingual Forensic Interviewer
- Provide updates to the family on case status, continuances, dispositions, sentencing, and offender release from custody
- Assessment of the child's/family's attitudes and feelings about participation in the investigation/prosecution/treatment
- Provision of court education/support/accompaniment
- Research the current system capacity for evidence-based practices and services provided by professionals with pediatric experience and child abuse expertise for Latino communities
- Meet and network with referral agencies to create and maintain a comprehensive provider network for children and families of Latino origin
- Act as a liaison to develop and sustain positive working relationships with Latino community service providers such as mental health, social service and health care agencies
- Secure transportation to interviews, court, treatment and other case-related meetings as needed
- Assistance in procuring concrete services not already provided (housing, protective orders, domestic violence intervention, food, crime victims compensation, transportation, public assistance etc.)
- Develop, review, modify, and maintain policies and procedures related to the operational protocols for children and families of Latino origin
- Assist in evaluating policies, procedures, contracts, work flows, and computer system enhancements to improve provider network and service delivery to children and families of Latino origin
- Make appropriate referrals to treatment providers who specialize in providing treatment to sexually abused children, and other specialized treatment as needed to children and families of Latino origin
- Maintain client records to reflect service plan, client interaction, and referrals made

- Communication of treatment referral process to families and partners as required
- Partner with child protective services to ensure that needed services are provided (e.g., housing, protective orders, domestic violence interventions, etc.)
- Complete all NCATrak requirements

Other responsibilities include:

- Work with representatives from the State's Attorney's Office, Law Enforcement (local, state and federal) and Child Protectives Services to establish a system by which case data is shared for use in advocacy efforts
- Participate in multidisciplinary team (MDT) case review staffing and trainings
- Provide interpretation to BCAC Medical Suite for cases being seen of Latino origin
- Establish and maintain linkage agreements with BCAC's provider network servicing the Latino community
- Build service capacity where gaps exist via communication with clients and provider networks
- Responsible for tracking the family's treatment adherence
- Assist with the supervision of interns and volunteers involved with advocacy
- Review and modify operational protocols as necessary
- Maintain positive communication with Forensic Interview Program and with other MDT partners
- Ability to coordinate service provision among multiple state agencies.
- Willingness to make home visits when necessary
- Attend regular staff meetings, case conferences and trainings as required
- Perform other duties as requested by the Director of Forensic Services

Knowledge, skills, and abilities:

- Master's level degree in counseling, social work, psychology or related fields (Bachelor's level with extensive experience will be considered)
- Knowledge and understanding of dynamics of Latino culture
- Bilingual English/Spanish required
- Willingness to work with families in crisis
- Knowledge of child development, child sexual abuse, physical abuse and neglect
- Understanding of trauma dynamics
- Provide updates to family on case process and status
- Knowledge of mental health processes
- Organizational skills to manage workload and related responsibilities
- Excellent interpersonal and communication skills to work effectively with child victims and their families, as well as with team members and members of community groups
- Ability to work independently

Additional information:

- This position is full-time, 40 hours per week, and includes some evening hours
- Equal Opportunity Employer
- Health benefits and parking provided

To apply, email a cover letter (including salary requirement) with resume to Iona at IRudisill@bcaci.org by Friday, July 29, 2016.

No phone calls, please.