

WOMEN AWARE
250 Livingston Avenue
New Brunswick, N.J. 08901

OPEN POSITION

**POSITION: FULL TIME
BILINGUAL SPANISH SPECIAL VICTIMS ASSISTANT**

HOURS: FLEXIBLE MONDAY TO FRIDAY/ DAYS AND EVENINGS

PROGRAM: OUTREACH OFFICE

EXPERIENCE:

40 HR. DV CERTIFICATE A PLUS, BILINGUAL BICULTURAL SPANISH
GOOD COMMUNICATION SKILLS, ABILITY TO WORK WITH DIVERSE
POPULATIONS, RESTRAINING ORDER EXPERIENCE, ABLE TO WORK WITH
LAW ENFORCEMENT, TRAINING EXPERIENCE

RESPONSIBILITIES:

- Recruit DVRT's /Bilingual any language for South River and participating PD's
- Restraining Order Enforcement-police training, court training
- Police Roll call trainings/in-service
- Translate for South River Police Department and DV victims only
- Court Accompaniment- review all DVRT call out forms- provide court accompaniment- forward call out forms to DVRT Coordinator
- Inform DV victims of legal information, options, safety plans, referrals.

APPLY TO:

LYNN KELLY AT Lkelly@womenaware.net