Blackburn Center
Position Opening
May 1, 2018

TITLE: Outreach Counselor/Advocate

DESCRIPTION: This full-time staff person will provide program development, outreach and training to systems serving underserved populations; and counseling and advocacy services to victims of any type of crime, and their significant others. This is a non-exempt position as defined in the Fair Labor Standards Act.

RESPONSIBILITIES include, but are not limited to:
• Establish and maintain relationships with providers in systems that support victims of crime in underserved populations, to establish a referral system for those victims and to identify locations within those systems for service provision.
• Develop programming within those systems that supports provision of services to victims of crime.
• Establishes a plan for, and provides ongoing training to, systems that support victims of crime in underserved populations.
• Provides in-person crisis intervention and individual counseling to adult and child victims of any types of crime, and their significant others both in the administrative offices and in outreach locations.
• Provides advocacy/accompaniment services to victims of any type of crime to civil or legal system proceedings.
• Provides advocacy/accompaniment services to victims of crime to medical proceedings.

QUALIFICATIONS include, but are not limited to:
• Bachelor’s Degree, preferably in social work, counseling, or related field.
• Experience in public speaking.
• Experience in counseling, preferably with individuals in crisis, desired.
• Ability to travel throughout Westmoreland County.
• Valid Pennsylvania driver’s license.
• Ability to deal with crisis and confrontation in a professional, positive, and effective manner.
• Ability to manage time effectively, establish priorities and function both independently and as a team member.
• PA and FBI Criminal Record Checks and Child Abuse History Clearance.
• Excellent interpersonal skills.
• Commitment to the program philosophy of the agency.
• Knowledge of issues and dynamics of domestic violence, sexual assault, sexual harassment, child sexual abuse and incest desired.

Please submit resume to: Assistant Advocacy Program Manager
P.O. Box 398
Greensburg, PA 15601

Blackburn Center is an Equal Opportunity Employer