



Sokaogon Chippewa Community

3051 Sand Lake Road, Crandon, WI 54520
Phone: (715) 478-7500 * Fax: (715) 478-5275



www.sokaogonchippewa.com

Position: Brighter Day's Advocate
Salary: Commensurate with Education/Experience
Hours: Full-time – Third Shift – 40 hours/week
Location: Brighter Days VOCA Building

Job Summary:

The Brighter Day's Advocate acts in the best interest of the clientele and their children. The advocates primary responsibilities are to provide advocacy which includes increasing their safety and decreasing further victimization. The direct services will be culturally competent, trauma-informed and client centered. They will coordinate, conduct support and outreach to survivors. This includes networking and building relationships with other Tribes and our partners.

Duties/Responsibilities:

- Provides crisis intervention, case management and safety planning for survivors
- Refer clients to the appropriate resources in order to meet their needs
- Accompany and/or transport to appointments, court and related services as necessary
- Plan, coordinate, implement and co-facilitate day and evening support groups
- Maintains timely and accurate records of services and supports provided and completes data per funding source requirements
- Participates regularly in 24-hour helpline coverage and backup as assigned. This includes overnight and weekend hours.
- Builds and maintains relationships/network with other community agencies and organizations to make program services visible/more accessible to the community, and to facilitate cross-referrals
- Maintains strict department security, confidentiality, and quality to meet professional standards.
- Completes all other duties as assigned

Qualifications:

- High School diploma or equivalent is required. Associates degree in human services or social work preferred, or a minimum of two to five years' experience in a related field.
- Direct experience working with victims of crime is desired.
- Extensive computer knowledge and the ability to become proficient with all programs used in the department.
- Excellent verbal and written communication skills.
- Willing to attend and travel for training.
- Must have a valid driver's license.

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Pre-employment/random drug tests and a background check will be required for this position.
Native American preference is granted according to PL 93-638

Submit completed applications and resumes to:

Kimberlee A. Soldier, Interim HR Director

3051 Sand Lake Road

Crandon WI 54520

(715) 478-7663

Email: hr@scc-nsn.gov

Posting Date: November 9, 2022

Closing Date: Until filled

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