

Peer Advocate Job Description

Primary Function: This position provides advocacy and support to members of the Vanderbilt community who are victims of crime. In addition, the person filling this position is responsible for providing trainings and educational programs about issues involving dating/domestic violence, hate crimes, internet safety, rape/sexual assault, stalking, theft, date rape drugs, identity theft, healthy relationships and related topics. This person reports directly to the Victim Services Coordinator.

Major Duties and Responsibilities/Key Functions and Expected Performances

- Provide information to victims of crime between the hours of 9:00 a.m. to 1:00 p.m. via the advocacy resource line. When speaking with victims of crime, the peer advocate is required to remain objective, sensitive, and considerate, as well as to engage in active listening.
- Provide trainings on the services offered by the Office of Victim Services and the Peer Advocates to freshman orientation classes, athletic teams, the campus at large, and sororities/fraternities.
- Conduct informational sessions about issues involving dating/domestic violence, sexual assault, stalking, date rape drugs and related topics to freshmen orientation classes, athletic teams, the campus at large, and sororities/fraternities through the use of PowerPoint, public speaking, and group facilitation.
- Conduct educational programs on campus throughout the school year to promote education and awareness on the aforementioned issues through the use of PowerPoint, public speaking and group facilitation.
- Maintain a constant interest in helping others.
- Ensure that all information discussed in the Office of Victim Services and during meetings is confidential.
- Exercise interpersonal communication skills when speaking with victims of crime and the Vanderbilt community.

Term of Commitment

- Peer advocates are required to serve as such for a minimum of two semesters

Requirements to become a peer advocate:

- Be 18 years of age or older
- Be interested in learning about these issues and in helping others
- No previous training or requirements are necessary

How to Apply

- Complete the application and return to Nicole Jordan at the address/fax number provided
- All applications will be reviewed and references will be checked
- All applicants will be interviewed prior to the start of training
- Criminal background checks will be conducted