



JOB DESCRIPTION

After Hours Advocacy Supervisor (1.0 FTE; 40 hours)

Rebuilding Hope Sexual Assault Center is seeking to hire a passionate and capable individual to serve as an After Hours Advocacy Supervisor, tentatively scheduled for 3pm-12am Thursday to Monday.

Rebuilding Hope's mission is to provide support, promote healing, and partner to end sexual violence. Rebuilding Hope aspires to build communities that do not tolerate oppressive social norms, behaviors, or systems that promote sexual violence or exploitation. Communities where those who have been harmed are believed and supported in pursuit of their individual paths of healing. Communities where sexual violence does not exist, and their people are educated and empowered to center full choice, consent, and safety. For 50 years, Rebuilding Hope has served as the sole community sexual assault center and only state-accredited Community Sexual Assault Program to Pierce County and, since 2023, to Kitsap County.

We are seeking candidates for this position who are passionate about supporting 24-hour access to confidential, community-based, trauma-informed, and survivor-centered crisis intervention, information and referral, general, medical, and legal advocacy to survivors of sexual assault and abuse and their loved ones.

Rebuilding Hope is committed to developing a team of staff who reflect the diverse demography of our community and who represent the populations who are disproportionately impacted by violence. We strongly encourage members of our Black, Indigenous, 2SLGBTQIA+, culturally diverse, and differently-abled communities to apply.

Nature of Work

This Advocacy Supervisor position (the "Position") is a full-time position with Rebuilding Hope (the "Agency") involving extensive contact with sexual assault and abuse victims, as well as their support systems (collectively the "Clients"), while seeking a wide array of client advocacy and specialized support services, as well as third-party community professionals. In dealing with issues (medical and or legal) surrounding sexual assault and commercial sexual exploitation/human trafficking, the Position serves as lead service provider and supervisor with the support of the Advocacy Department Manager to train and supervise approved program(s) staff to improve their level of performance. The employee in the Position must have the ability to exercise independent initiative and judgment within the confines of the role. The Position is subject to the policies and procedures of the Agency and reports to the Advocacy Department Manager.

In addition to direct client service expectations as needed and to model for staff, the Position is responsible for representing the Department in the community so as to cultivate and foster effective collaborations to best serve clients' needs. The Position is a non-exempt, hourly position.



Responsible to: Advocacy Department Manager

Eligible to Supervise: Agency volunteers, interns, and staff (as approved by the Manager)

Salary & Benefits:

\$34.00 - \$36.89 hourly (DOE)

The Agency pays 100% of premiums for health, dental, and vision care plans for full-time employees, as well as 2% contribution of the eligible employee's salary to the Agency's SIMPLE IRA retirement plan. The Agency offers generous accrual rates for paid personal, sick, and vacation time off of work in addition to 13 paid holidays.

Location: Pierce & Kitsap Counties (in person) and Statewide- remote and on-site facilitation of assigned responsibilities. This Position may occasionally be required to drive longer commutes within Washington State for work purposes, and mileage is reimbursed per the Agency's policy.

Responsibilities

Primary Objective: Directly lead the coordination of core and specialized client support service programs to include 24/7 client advocacy, information and referral and crisis support to sexual assault and abuse survivors, their loved ones and additional, enhanced or specialized services.

Program Supervision:

- As advised by the Advocacy Department Manager or other designee, serve as secondary program contact with respect to various services, agencies, and vendors (i.e., Verizon OneTalk, JAMF, etc.);
- Under the direction of the Advocacy Department Manager or other designee, supervise designated staff such as after-hours advocates(s);
- Under the direction of the Advocacy Department Manager or other designee, provide hotline training and onboarding for advocates to include maintaining WA state Accreditation, service and training standards;
- Take the lead in coordinating collaborative client services and referrals statewide;
- As advised by the Deputy Director and Advocacy Department Manager, ensure designated program(s) staff and volunteers/interns maintain/complete all program/data reporting to appropriate funders (NCS, City of Tacoma Eimpact, OCVA/InfoNet, etc.) by the set deadlines;
- Implement new service enhancements under the direction of the Advocacy Department Manager;
- As requested, provide client service and data reports to the Advocacy Department Manager or other designee;



- Review and approve designated program staff schedules, PTO requests and reimbursement requests;
- Conduct program outreach and representation;
- Organize, attend and participate in Agency and third-party meetings as directed;
- Consult with Advocacy staff as needed to coordinate services and adjust program updates/changes with program(s) teams and routine program meeting spaces;
- Perform other tasks as directed by the Advocacy Department Manager, Deputy Director, Executive Director, or their designee;

Direct Client Services:

- As needed for 24/7 service coverage, the employee in the Position is expected to maintain availability to provide core sexual assault advocacy services both remotely and in-person.
- Provide direct client services at various third-party locations (i.e., WCCW, NWIPC, hospitals, etc.);
- Complete all individual direct service data reporting requirements by the established deadlines;
- Provide referrals and resources to clients and statewide organizations;
- Complete all required ongoing advocacy training;

Distinguishing Characteristics

The employee in the Position must demonstrate competency in the following areas: a working knowledge of the issues involved in sexual violence and how individuals recover from sexual assault and the dynamics contributing to and resulting from commercial sexual exploitation/human trafficking; trauma-informed care; strong communication and listening skills; significant demonstration of leadership skills; ability to make competent and independent judgment calls relevant to their job description and expectations; ability to work with diverse groups; and commitment to Agency goals and victim/survivor empowerment.

Qualifications

The desired experience and training for the Position include:

- **Bachelor's degree**, preferably in areas of study related to human services, social services/work, criminal justice, psychology, law and justice, women and gender studies or other related fields;
- **At least 2 years of direct client/case management service experience** relevant to domestic violence, sexual assault, and/or commercial sexual exploitation/ human/ sex trafficking (preferred);
- **2+ years of supervision/management experience** relevant to domestic violence, sexual



assault, and/or commercial sexual exploitation/human/sex trafficking programming (preferred).

- Eventual completion of the Agency's 33+ hour state-certified Advocate Core Training
- 10-20 hours of additional advocacy training provided by the Agency Advocacy Department;

Transportation: The Advocate must have their own means of reliable transportation in order to ensure County-wide and cross-county medical responses; mileage and other direct transportation expenses are reimbursed for this position per the Agency's policy. The Advocate must be able to provide a valid driver's license and proof of current, personal automobile insurance valid for Washington state.

Position Details:

This is a full-time, non-exempt, hourly position. *This is a grant-funded position, and funds have been confirmed through June 30th, 2027. Future funds are possible, but not guaranteed.* Rebuilding Hope Sexual Assault Center is an equal opportunity employer. We are committed to cultivating a staff that reflects the communities we serve. We aim to attract candidates who broaden our diversity of race, gender identity or expression, sexual orientation, age, ethnicity, religion, cultural experiences, skills, and community representation. We seek employees who value collegiality, respect, and pride in the workplace. We believe the inclusion and amplification of our differences creates a more effective workplace and a more compassionate world.

NOTE: All applicants with Agency client history are subject to a minimum 2-year separation period to be considered for the position. All new hires are subject to a 90-day review period and, upon successful completion of that review period, will earn benefits including paid leave in accordance with the Agency's adopted policies and procedures. Full-time employees may choose to opt into the Agency's policies for medical, dental, short-term disability, and retirement benefits upon satisfaction of eligibility and enrollment periods. All candidates will be subject to a multi-agency background check with fingerprinting.

While this position will remain posted until filled, applications received before June 18th, 2026 will be included in a first-round review.