

DOMESTIC VIOLENCE CENTER OF CHESTER COUNTY
JOB DESCRIPTION
Lethality Assessment Program (LAP) Advocate STOP

Job Title: Lethality Assessment Program (LAP) Advocate - STOP
Work Week: 20 Hours (Mon. - Fri.)
FLSA Status: Nonexempt
Reports to: Director of Education Programs

Job Scope/Summary: Enhance the coordination of LAP activities that facilitate the provision of services for victims of intimate partner violence who are at high risk for homicide. Expedite the LAP follow-up with victims for whom the assessments were performed to increase victim emergency safety planning and help seeking. Provide victims of domestic violence referred by La Comunidad Hispania (LCH) with services.

RESPONSIBILITIES:

- Expedite and track/document the LAP follow-up with victims for whom the assessments were performed to increase victim emergency safety planning and help seeking.
- Expedite and track/document follow-up with victims referred by La Comunidad Hispana.
- Attend an updated LAP train-the trainer seminar which will provide information on modifications to the lethality screen which are simpler and gender inclusive and will assist with making data collection more useful.
- Provide any necessary support to the LAP Coordinator with scheduling and facilitation of regional LAP trainings for law enforcement. The trainings will provide an overview of the modified LAP screen and provide a refresher on implementing the LAP screen and protocol
- Provide information on DVCCC's programs and services and facilitate discussions on how to improve the collaboration between law enforcement officers and domestic violence advocates in supporting victims.
- Provide a minimum of two LAP informational sessions for LCH and other providers to assist with facilitating a coordinated community response in identifying victims and connecting victims with law enforcement and DVCCC.
- Collaborate with the District Attorney and President of the Chief of Police Association in facilitating two countywide round table discussions to develop an action plan in assuring that multiple systems will have domestic violence informed screening and practices and will help to ensure victims safety.

Qualifications/Skills

- Able to work with victims and their children. Able to work with a diverse population and assist them with addressing their victimization.
- Ability to lead groups of people.
- Excellent listening and communication skills.
- Good organizational and collaboration skills.
- Reliable and committed.
- Has the ability to effectively present information.

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- Strong commitment to the mission and goals of DVCCC, professional work goals and personal development.
- Through knowledge and understanding of issues confronted by victims of abuse.

Training

- Attend a minimum of 15 hours of training annually
- Complete PCADV'S required 45-hour counselor/advocate training
- Complete the LAP train the trainer program

Teamwork

- Fill in the required data collection information. Prepare a monthly progress and challenge report for supervisor.

Other Requirements

- Computer proficiency in Microsoft Office Products.
- Must have transportation to travel.
- Must be willing to work flexible hours to meet program needs and grantor accountability requirements.
- Adhere to all agency policies and procedures(attendance, work hours, paperwork, etc)
- Childcare, criminal and FBI clearances as required by the state and DVCCC.

Disclaimer

The information provided in this description has been designed to indicate the general nature and level of work performed by employees within this job. It is not designed to be interpreted as a comprehensive inventory of all duties, responsibilities, qualifications and working conditions required of employees assigned to this job. Management has sole discretion to add or modify duties of the job and to designate other functions as essential at any time. This job description is not an employment agreement or contract.

MINIMUM TRAINING AND EXPERIENCE

- Bachelor's degree in Social Services or related field.
- Three years related experience.
- Equivalent combination of education and experience.

HR use only	
Last revised	October 2020
Management? (Yes/No)	No
E/NE status	Nonexempt

Employees' Signature

Date

Chief Executive Officer's Signature

Date