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To:	<ul style="list-style-type: none"> Interested Persons N. C. Dept. of Commerce – Workforce (ESC) Local YVEDDI Service Centers Surry Community College (Erica Smith) smithe@surry.edu
From:	Kathy Payne, Executive Director <i>K Payne 11-6-15</i> Linda Trivette, Program Director
Date:	October 28, 2015
Re:	JOB VACANCY
Position Title:	Domestic Violence Sexual Assault Advocate Part Time
Location Address:	1012 Main Street, Stokes Government Center Danbury, NC 27016
Work Schedule:	To be arranged/Adaptable
Wage Range:	DOE
Starting Date:	November 23, 2015
Job Objective:	Assist to implement and operate new and/or existing program services, financial literacy, life skills, job preparedness, job training, job placement, job counseling, health education, financial management, and educational services. Develops and maintains working relationships with community partners, contributes to development of the local program goals and measurement criteria; Client files and records and reports; Assist victims of domestic violence & sexual assault to determine needs and develop a service plan of action. Ensure coverage is provided for 24 hour crisis hotline to address urgent and immediate needs, i.e. safety, shelter, temporary housing, law enforcement, telephone, medical assistance. Assist with monitoring to ensure compliance with grant requirements.
Education Requirements:	Associate Degree Preferred/ Equivalent Job Experience
Close Out Date	November 14, 2015
Contact:	Linda Trivette ltrivette@yveddi.com Employment Application available for download at www.yveddi.com

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