Dear Applicant,

Congratulations! You’ve taken the first step to becoming a volunteer Advocate for the Assault Survivors Advocacy Program at the University of Northern Colorado. Thank you for your interest in joining our team. Review this application packet, familiarize yourself with the position description and required qualifications. If you feel this is an opportunity you wish to pursue, I welcome you to complete the enclosed application.

Are you passionate about supporting survivors of gender-based violence? Are you interested in gaining skills and experience in the advocacy field while working with a fun group of student advocates? Are you looking for a meaningful way to impact the lives of fellow students on this campus? The Assault Survivors Advocacy Program is currently selecting new advocates to join our team!

ASAP Advocates are individuals who are trained to serve as a support resource for anyone impacted by gender-based violence, including victims/survivors and concerned others. ASAP is a survivor-centered, confidential resource on campus that addresses sexual assault, intimate partner violence, and stalking.  In addition to advocacy, we also educate the campus community throughout the year with events, presentations, and awareness campaigns. Advocates attend a **mandatory 40-hour training** the week prior to classes starting, serve two weeks on-call for our crisis line (one week as 1st on-call, one week as 2nd on-call), and attend weekly advocate team meetings. Throughout the semester, Advocates provide crisis response to survivors at the hospital, court, police station, residence halls, and in the Title IX and ASAP offices, as well as provide support over the phone via our crisis line.

We are looking for individuals who are dedicated to supporting survivors and who believe in our ASAP values of social justice, inclusion, and survivor-centeredness. We hope to select individuals who are able to commit to working irregular hours, able to actively listen to and believe survivors, offer options, and respect their needs and choices. You will have the opportunity to give back to your campus community, develop new skills, and be part of a dynamic team working together to address gender-based violence at UNC.

We hope you will consider joining us! Once you submit your application by the listed deadline, the selection process involves three more steps: 1) complete a 30-minute interview and background/conduct check, 2) complete an Offer Acceptance Letter, and 3) attend the 40-hour training and successfully pass the testing at the end of training.

Sincerely,

Susannah Fulling-Smith, M.P.H Taylor Brake

Assistant Director Graduate Assistant

Prevention Education and Advocacy Services Assault Survivors Advocacy Program

Susannah.Fulling-Smith@unco.edu Taylor.Brake@unco.edu

**Volunteer Advocate Position Description**

**Title of Job:** ASAP Advocate (volunteer)

**Purpose:** To provide advocacy and crisis intervention to UNC victims/survivors of sexual assault, intimate partner violence, and stalking.

**Responsibilities:** 1. Complete 40 hours of mandatory training

2. Complete on-going/in-service training as scheduled

3.Provide two weeks of 24-hour on-call crisis support

4. Provide crisis intervention to victims/survivors and concerned others

5. Arrange appropriate referrals

6. Provide adequate and appropriate follow-up to victims/survivors and

concerned others

7. Attend weekly advocate meetings

8. Provide support at ASAP events and other outreach opportunities

**Qualifications:** 1. Ability to work effectively in diverse settings.

2. Must be able to maintain student information under strict

confidentiality.

3. Current student with good academic standing with UNC and maintain

that status while serving as an Advocate

4. Must uphold ASAP values and philosophy while remaining in good

standing with the ASAP program

**Preferred Qualifications:** 1. Have access to a reliable means of transportation

2. Previous experience as an advocate or doing prevention education work

3. Able to commit to a full academic year or service

**Location:** The ASAP Office is located on campus in Cassidy Hall. Advocates may be required to respond to various locations on campus.

**Supervision:** Advocates will be directly responsible to the Assistant Director of Prevention Education and Advocacy Services.

**Benefits:**  1. Valuable field experience

2. Extensive skill development

3. Job recommendations

4. Valuable contacts within the community and campus

5. Knowledge that you have made a difference

*The Assault Survivors Advocacy Program at the University of Northern Colorado values interactions among individuals with varying traditions, cultures, orientation, religious beliefs, economic backgrounds, and racial/ethnic origins. We strongly encourage applications from candidates who will share and explore this value with the team and with the residents.*

ASAP Volunteer Advocate Application

**Instructions:** Complete both pages of this application, **attach your resume,** and email or hand-deliver all application materials by the deadline listed on unco.edu/asap

**Email to:**

Susannah Fulling-Smith, Assistant Director or Taylor Brake, Graduate Assistant

[susannah.fullingsmith@unco.edu](mailto:susannah.fullingsmith@unco.edu) [taylor.brake@unco.edu](mailto:taylor.brake@unco.edu)

Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Bear #:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Anticipated Graduation Date: ­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Major: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Minor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Please check the appropriate boxes:*

1. Do you have a driver’s license?

□Yes □No

1. Do you have a car accessible to you?

□Yes □No

1. Have you ever been accused of sexual assault, stalking, or intimate partner violence?

□Yes □No

1. Do you consent to a criminal background check AND a University conduct check?

□Yes □No

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Advocate training is 40 hours during the week before the semester begins: January 4th-8th, 2021. Are you able to attend this training in its entirety?

□Yes □No

1. Are you able to commit to at least one academic year (two semesters) of service?

□Yes □No

7. If you live on campus, would you need to move in early to attend training?

□Yes, residence hall: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ □No

8. How did you hear about this opportunity?

□At an ASAP Event □Class Presentation □Flyer □Orientation

□Current/former ASAP Advocate □Other\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 9. Please list any other commitments you may have (other jobs, extracurriculars, etc.):

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Supplemental Questions (please type):**

1. What interests you in becoming an Advocate? What do you hope to gain from this experience?
2. What do you think are the root causes of gender-based violence (sexual assault, stalking, intimate partner violence)?
3. What do you think is the role of an advocate and why is confidentiality important for advocacy?
4. What skills and experiences would you bring to ASAP? Why do you feel those skills/experiences would benefit ASAP?