



VICTIM ASSISTANCE SPECIALIST

Washington County District Attorney's Office

The District Attorney's Office has a rewarding career opportunity available to join a dynamic and passionate group of Victim Assistance Specialists and a cadre of volunteers to advocate for victims of all types of crime. Under the supervision of the Victim Assistance Program Manager this position will provide assistance to victims in felony and misdemeanor cases in Washington County.

Bilingual / Bicultural Spanish Skills?

Some positions require the incumbent to have knowledge of the Spanish language, spelling, grammar and punctuation. Skill in writing Spanish accurately; ability to speak Spanish fluently; ability to communicate clearly and concisely, in Spanish, both orally and in writing. If you possess these skills, you are especially encouraged to apply.

This recruitment is underway to create a pool of candidates eligible for current and future vacancies in the District Attorney's Office. In addition to the completed application and supplemental questions, please attach a cover letter and resume to the online application.

Successful candidates will possess:

1. College level coursework in criminal justice, corrections, social work or related fields AND
2. Practical experience in victim assistance, probation or closely related areas.

Bachelor's or advance degree with major coursework in psychology, social work, criminal justice or a related field; at least two years' experience working significantly with vulnerable populations and previous experience as a victim advocate in a government, nonprofit or other program is desirable.

In addition, the successful candidate should have the ability to thrive in a fast-paced working environment. The Victim Assistance Specialist must provide compassionate victim advocacy with excellent interpersonal skills, yet be extremely organized, detail oriented, accurate and efficient. The successful candidate will be required to pass a comprehensive criminal background check and must be able to become a Certified Victim Service Professional within one year of hire date.

The application period for this vacancy begins October 31, 2015 and ends on November 13, 2015.

The pay range is \$21.92 - \$26.65 hourly. Washington County offers its employees a collaborative culture, work-life balance, and a comprehensive benefits package. Working within Washington County provides daily opportunities to serve and build communities now and into the future. For a more information and to apply online, please visit www.washcojobs.org, or

**Washington County Human Resources
155 N First Ave., Ste. 270
Hillsboro, OR 97124**

We are an equal opportunity employer with a commitment to a diverse and inclusive workforce.

Women, minorities, veterans and people with disabilities are encouraged to apply.

** Washington County is a drug-free workplace **

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