

DOMESTIC VIOLENCE AND SEXUAL ASSAULT ADVOCATE

Professional Summary

Certified Massachusetts Domestic Violence and Sexual Assault Advocate driven to help survivors overcome numerous intersecting social, mental and emotional obstacles. Experience developing and facilitating groups for many age groups and populations, and excellent outreach background.

Skill Highlights

- Individual Counseling
- Youth Advocacy
- Group facilitation
- Court advocacy
- Risk Assessment
- Outreach
- Program Development
- Case management

Professional Experience

Company Name July 2014 to Current Domestic Violence and Sexual Assault Advocate

City , State

- One on one counseling addressing emotional needs, coping skills, goals and planning for survivors of domestic violence and sexual assault, often maintaining a caseload of up to 15 clients at one time.
- Cross trained as court advocate, helping people to access restraining orders at the Haverhill District Courthouse.
- Created and facilitated the first successful women's support group for survivors of domestic violence and sexual assault at the YWCA Haverhill, with a regular attendance of 10-20 women.
- Successfully built and rebuilt relationships with outside agencies in the greater Haverhill community, which in turn helped to secure donations and help for our clients and programs.
- Conducted training and presentations in the community regarding healthy relationships, domestic violence, sexual assault, technology safety, codependency, coping skills, self care and other relevant social issues to all age groups, including at Haverhill Public Schools and other agencies.
- Developed an empowerment group for girls age 10-14 after school that takes place twice a week, which has become one of the most popular after school options at the middle school. The program is currently expanding into other middle schools.

Company Name January 2014 to May 2014 Student Intern

City , State

- Assisted attorney Sandperil during a major homicide trial including input on trial strategy.
- Conducted client interviews on behalf of attorney Sandperil.
- Organized case files and discovery materials to prepare for trial.
- Attended criminal and family court proceedings, depositions, and other meetings related to current cases.
- Performed research tasks as needed.
- Took on secretarial duties in the absence of the paralegal.
- Performed background research on both clients and plaintiffs in order to aid case strategy.

Company Name January 2010 to January 2014 Student Advocate and Assistant Outreach Coordinator

City , State

- Organized the Community Educators, who are a secondary group of volunteers with the Sexual Harassment and Rape Prevention Program.
- Planned, organized and arranged presentations and participation programs in classrooms, residence halls, and university events.
- Designed and implemented new work flow processes to improve productivity.
- Digitized archives of newspaper articles related to sexual assault from around New England dated back to 1980.
- Staffed the emergency help line on campus.
- One-on-one guidance for students including phone based counseling and referrals for survivors of sexual assault.

Company Name January 2012 to Current Customer Service Representative

City , State

- Learned cash register and money skills as well as inventory and ordering.
- Opened and closed the operation.
- Trained and managed other employees.
- Worked in a supervisory position.
- Worked well under pressure or alone and demonstrated excellent time management and multitasking skills while raising dough, cooking waffles and managing the delicate equipment.

Company Name January 2010 to January 2013 Research Assistant, Legal Socialization Lab

City , State

- Graduate level statistical analysis and research during undergraduate years.
- Honed presentation skills while presenting and defending original research on legal socialization, youth behavior and criminal behavior, violent video games, bullying and more.
- Gained proficiency using SPSS, Microsoft Excel, Microsoft Office and other software.
- Edited manuscripts and original research in a collaborative but fast paced and competitive environment.

Company Name January 2011 to January 2012 Safezones Facilitator, Office of Multicultural Student Affairs
City , State

- Participated in an intensive training that included a thorough understanding of how to speak publicly about issues that are often considered socially uncomfortable and how to make people at ease with these difficult conversations.
- Facilitated conversation and participation in a supportive and sincere manner.
- Trained staff, resident support, and students on LGBTQ+ topics, concerns and identities throughout campus.

Company Name January 2011 to January 2012 Peer Mediator
City , State

- Lead in depth training and seminars on problem solving, particularly at on-campus sorority and fraternity houses, leading to positive outcomes and a happier community within the houses.
- Overhauled previously held opinions to view conflict from several different perspectives and find a mutually satisfying resolution.

Company Name January 2006 to Current Server
City , State

- Formed long-lasting relationships with customers and coworkers in a fast-paced, multitasking environment.
- Awarded with additional responsibilities over time; was working as a cook, bus person, waitress and dishwasher while also supervising other employees.
- Learned valuable customer service skills and time management skills.

Education and Training

University of New Hampshire May 2014 Bachelor of the Arts : Psychology and Justice Studies Forensics Psychology and Justice Studies Forensics

Skills

Â Conflict resolution, advocacy, group facilitation, program development, youth advocacy, outreach, Microsoft Office, training, counseling, customer service skills, data entry, database, editing skills, money handling, multitasking, presenting, problem solving, programming, public speaking, research, safety, secretarial, seminars, staffing, statistical analysis, strategy, supervising, phone, time management.