



Abuse and Neglect Advocate/Investigator

The Abuse and Neglect Advocate/Investigator reports to and is responsible to the Director of Advocacy in his/her region. This is a non-exempt professional position.

Responsibilities

Provides legally based advocacy to assist individuals with disabilities in resolving complaints which fall under our areas of work.

Individuals with the title of Advocate/Investigator work within the Abuse and Neglect program. In addition to providing legally based advocacy, these individuals conduct investigation into allegations of abuse and neglect in facilities.

Performs projects to address systemic issues which fall under our areas of work.

Participates on councils, boards, committees and similar at the local, state, and national level in order to address the rights and issues relevant to individuals with disabilities.

Participates in monthly investigation reviews with the investigation review team.

Records case information in Disability Advocacy Database or other case database used by DRT and maintains electronic and paper files.

Participates in agency Abuse and Neglect Team on a monthly basis.

Participates in outreach, information gathering, presentations, and trainings that address the rights of individuals with disabilities served by DRT.

Assists public policy efforts as needed with providing recommendations to applicable state departments, facilities, and state or federal entities that are involved with individuals with disabilities.

Collaborates with Director of Community Relations as needed to develop content for newsletter articles, social media, annual report, and other publications as well as live and recorded video and audio content.

Assists as needed in the development of annual Areas of Work and completion of required reports including but not limited to annual Program Performance Reports and reports to DRT's Board of Directors.

Participates in and provides trainings for agency professional development activities.

Performs other tasks as assigned.

Qualifications, Knowledge, Skills and Abilities:

Education and Experience:

Master's Degree in Special Education, Social Work, Sociology, Counseling, Human Services, or related degree preferred.

Bachelor's Degree with 3 years or more experience as an Advocate or in a similar position will be considered in lieu of an advanced degree.

Extensive advocacy background may be considered in lieu of Bachelor's degree.

Existing knowledge of disability rights issues preferred.

An Advocate/Investigator must have the following skills and abilities:

- Sound professional judgment.
- Strong organizational and time management skills.
- Proficient use of computers and word processing software. Ability to learn to use the Disability Advocacy Database or other case database used by DRT.
- Strong oral and written communication skills.
- Ability to engage in logical analysis.
- Strong research and writing skills.
- Ability to work well in teams.
- Ability to professionally represent DRT.

Salary Range:

\$35,000-\$45,000

To apply, submit resume and cover letter to Shelia Mullis at sheliam@disabilityrightstn.org. Deadline to apply in June 15, 2018.