



Yavapai County Attorney's Office Victim Services Division Internship/Volunteer Recruitment

GENERAL JOB DESCRIPTION: Learn about all aspects of a victim witness program, including courtroom advocacy, victim rights, community services, and crisis intervention. Interns gain working knowledge of the court system and what victims experience in the aftermath of a crime.

DATE: On-going – Positions available for fall, spring and summer sessions.

Yavapai College Career Services places interns for 2012 Spring Semester beginning January 2012.

Victim Services recommends that interested students apply for spring internship positions during the current fall semester, before processing required Yavapai College internship paperwork/approvals.

POSITION TITLE(S): Victim Advocate

WORK LOCATIONS: Victim Services- Prescott or Victim Services-Camp Verde

POSITION IMPACT: Positively impact victims of crime as they struggle through an often traumatic and confusing process. Assist victims of crime to understand their rights and navigate the criminal justice system.

RESPONSIBILITIES AND DUTIES: Assist with services to victims, including courtroom advocacy and support, notification of court proceedings, and social service referrals. You will learn about all aspects of a victim services program, and may also help to manage a small caseload. Interns also assist with data entry and clerical work related to victim services.

QUALIFICATIONS: Good people skills are a must! We favor mature, organized, responsible and hard working individuals. An interest in social work, counseling, or the criminal justice system is beneficial. **Must** pass a criminal background and fingerprint check.

COMMITMENT REQUIRED: Unpaid internship. Yavapai College student interns must satisfactorily complete 135 hours for the equivalent of 3 internship credits.

CONTACT:

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