



SANDY CITY POSITION OPENING

Crime Victim Advocate

CLOSING DATE: Open until filled. Department will begin reviewing applications May 13, 2024. Position may close any time after this date. However, applications will continue to be accepted until position is filled.

STARTING SALARY: \$21.69 - \$32.24/hourly

STATUS: Appointed (part-time, benefitted)

DEPARTMENT: Police

SUMMARY: An Appointed Category 3 position under general supervision of a Police Lieutenant and/or Family Crimes Unit Coordinator, the Crime Victim Advocate will review and assess violent crime reports and assist victims and witnesses of all crime categories. Also assist victims through the court process. **This position is funded by a federal grant, and continuation of the position is dependent upon continuation of the grant.**

MINIMUM REQUIREMENTS: High school diploma or equivalent required. Bachelor's degree in Social Work, Psychology, Behavioral Science, Criminal Justice, or a related field required. Experience may be substituted on a year for year basis. Prefer one-year related experience working with victims of crime. Must possess a valid Utah driver's license with a good driving record. Must attend the Utah Victim Assistance Academy within the first year of employment. Probationary Period: Not Applicable. This is an appointed position exempt from the protections described in Utah Code Ann. Section 10-3-1105(1)(a). Prefer knowledge of police terminology and practices; municipal and state laws; police records procedures; information and privacy laws. Responsibility for the care, condition and use of materials, equipment, money and tools; responsibility for making decisions which affect the activities of others; some information available to this individual falls under the "Right to Privacy Act" and must be protected from the general public. Communicate effectively verbally and in writing; ability to professionally furnish and obtain information from other departments; contacts with other enforcement agencies and courtroom personnel; regular and frequent outside contact with persons of high rank, requiring tact and judgment to deal with and influence people. Frequent use of office equipment including a computer, copy machine, printer, shredder and telephone.

NOTE: Applications may only be submitted online at <https://jobs.citysuitehr.com/sandycity>. If you don't have access to a computer you can visit Sandy City Human Resources office to apply at 10000 Centennial Parkway, Suite 310 (10000 S. 170 W) Sandy Utah. Sandy City will provide reasonable accommodations for any applicant during the examination and selection process. Sandy City does not discriminate on the basis of race, color, religion, sex, national origin, age, disability, sexual orientation, gender identity, genetics, protected veteran's status or other classes protected by applicable federal, state and local employment law. The City encourages applicants with all and varying language abilities, the city will accept applications and resumes in other languages but, to be properly processed, applications and resumes must be accompanied by an application and resume in English to assist City employees who are English speaking only. In addition, it is the City's policy not to discriminate against qualified individuals with disabilities in regard to application procedures, hiring, advancement, discharge, compensation, training or other terms, conditions and privileges of employment. If you have special needs or questions, please call 801-568-7151. Sandy City is a drug-free workplace and an Equal Opportunity Employer. Must pass drug test before hire. If the position is a step position, it may be filled at a lower level.