



Dear Applicant,

Thank you for expressing an interest in our Intimate Partner Abuse, Human Trafficking, and Sexual Assault Volunteer Advocate Training. Community Solutions takes great pride in presenting the 70-hour training, which teaches basic peer counseling and crisis intervention skills. We appreciate your dedication and commitment to helping survivors of intimate partner abuse, human trafficking, and sexual assault and hope that you volunteer your time to become part of our team.

All training participants that wish to complete the training will be requested to pay **refundable** \$250 fee prior to start of the training. Once volunteers complete 100 volunteer hours with the Solutions to Violence Division (within one year of their training) they will be refunded their \$250. Additionally, all participants are required to pay a \$35 material fee to cover the cost of training materials.

Any individuals wishing to take the training specifically for professional development with no interest in volunteering afterwards will be asked to pay a \$500 nonrefundable fee to take the training. Please note that not all applicants are guaranteed participation in this training. Space is limited and priority will be given to volunteers.

Enclosed you will find an abbreviated agenda with training dates and times, volunteer application, and a list of volunteer opportunities. Please note that not all applicants are guaranteed participation in this training. Space is limited and priority will be given to volunteers. **Please complete the enclosed volunteer application and return to me via fax, email, mail, or drop it by one of our offices by January 31, 2020.** Upon receipt of your application, I will contact you to schedule an interview.

If you have any further questions regarding the training, feel free to call me at the number below. We look forward to hearing from you soon and working with you in the future.

Sincerely,

*Beth Edmonds*

Beth Edmonds  
Solutions to Violence Sexual Assault Case Manager

[beth.edmonds@communitysolutions.org](mailto:beth.edmonds@communitysolutions.org)

(669) 500-6198 direct

(408) 778-9672 fax



## AGENCY INFORMATION

### **Mission Statement**

The Mission of Community Solutions is to create opportunity for positive change by promoting and supporting the full potential of individuals, the strength of families, and the well being of our community.

### **The Agency**

Community Solutions was founded as a teen drop-in center in 1972. Since that time, we have grown in both depth and breadth of services as a response to the growing and changing needs of our community. We provide a comprehensive spectrum of prevention, intervention, treatment, and residential services to the communities of Santa Clara and San Benito Counties. We are governed by a voluntary Board of Directors who live in and represent these communities. We receive support from a diverse funding base including local, state and federal government; private foundations; and contributions.

## DEPARTMENT INFORMATION

The Mission of the *Solutions to Violence* Division is to promote the safety, well-being and autonomy of survivors of violence while maintaining a healthy and symmetrical environment where staff and volunteers can develop professionally and personally.

## DUTIES AND RESPONSIBILITIES

**Volunteers support the division in many areas including but not limited to:**

### Prevention Education

- Assist in the implementation of prevention of outreach activities as assigned such as youth presentations, community education and health fairs.

### Officer of the Day

- Respond to walk-ins and telephone calls, perform administrative duties and assist staff.

### Accompaniment

- Accompany survivors throughout court proceedings, during interviews with law enforcement and during Sexual Assault Forensic Exam.

### Crisis Intervention

- Provide information and support to survivors of intimate partner abuse and sexual assault through crisis intervention through answering the crisis line or providing in-person response.

### La Isla Pacifica

- Provide support and peer counseling to survivors and their children at La Isla Pacifica, our confidential women's shelter.

## REQUIREMENTS

### Qualifications:

- Interested in assisting and supporting sexual assault, human trafficking, and intimate partner abuse survivors.
- At least 18 years of age.
- Can commit to at least 100 hours of volunteering- to be completed within one year after the training is completed.
- Has not been a client of Community Solutions for at least 2 years.
- Must be able to consent to a LiveScan FBI and DOJ background check.
- Must be able to attend all training sessions.
- **Must submit a resume with application.**

### Attendance:

- Must be able to attend quarterly volunteer meetings every fourth Monday of the month.
- Must be able to commit to every day of the 70-hour training class.

### Supervision:

- Work under the supervision of the Sexual Assault and Prevention Service Manger following agency and department policies and procedures.

## TRAINING DATES

**Community Solutions**  
**Sexual Assault, Intimate Partner Abuse, and Human Trafficking**  
**Volunteer Advocate Training**  
**Training Dates and Times: February 21, 2020 – March 21, 2020**

Friday, February 21 <sup>st</sup>	8:30 AM to 5:00 PM	Friday, March 13 <sup>th</sup>	8:00 AM to 4:00 PM
Saturday, February 22 <sup>nd</sup>	8:00 AM to 4:00 PM	Saturday, March 14 <sup>th</sup>	8:30 AM to 5:00 PM
Friday, February 28 <sup>th</sup>	8:30 AM to 5:00 PM	Friday, March 20 <sup>th</sup>	8:00 AM to 4:00 PM
Saturday, February 29 <sup>th</sup>	8:00 AM to 4:00 PM	Saturday, March 21 <sup>st</sup>	8:30 AM to 5:00 PM
Friday, March 6 <sup>th</sup>	8:30 AM to 5:00 PM		
Saturday, March 7 <sup>th</sup>	8:00 AM to 4:00 PM		



The mission of our volunteer program is to provide individuals with an opportunity to give back while supporting and empowering survivors of violence and the community.

VOLUNTEER INTEREST

Volunteer Opportunities (please check the volunteer positions that match your interests):

- On Call - Responds to DV, SA and HT crisis calls, outreach activities, child and teen education programs, assists with community education.
La Isla Pacifica - Assist La Isla Shelter staff in their daily duties and help to maintain supportive services.
Intimate Partner Abuse - Provides crisis intervention and peer counseling services, for survivors of intimate partner abuse. Provides legal and court accompaniment. Assist with the Family Justice Center.
Santa Clara County Sexual Assault - Provides crisis intervention and peer counseling Services for survivors of sexual assault in SCC including significant others and family members.
San Benito County Sexual Assault - Provides crisis intervention and peer counseling Services for survivors of sexual assault in SBC including significant others and family members.

AVAILABILITY

Table with 7 columns: Monday, Tuesday, Wednesday, Thursday, Friday, Saturday, Sunday. Each column is an empty box for marking availability.

AGREEMENT

Community Solutions, Solutions to Violence Division reserves the right to refuse enrollment to anyone whom they feel is not suitable for the program. Participation in training does not guarantee certification as a sexual assault, human trafficking, and intimate partner abuse counselor, nor does it guarantee a volunteer assignment.

I have read and understood the qualifications listed above.

Print name:

Signature: Date: