

**Southeastern Family Violence Center**  
**Volunteer Job Description**  
Victim Advocate Interpreter

**Mission & Values of SFVC:** To increase safety and empower survivors of domestic violence and displaced homemakers in our community. We believe that everyone has the right to be free from abuse. We believe that domestic violence is a community problem which requires a community solution.

**Volunteer Responsibilities:**

- Assist advocate with crisis counseling, creating safety plans, and completing domestic violence protection
- Assist advocate with completing intake assessments for individuals walking-in or calling agency for assistance or information
- Accompany individuals with advocate to domestic violence court proceedings
- Assist with conducting culturally relevant community education presentations on issues of domestic violence
- Assist with translation of agency materials

**Reporting:** Volunteer Interpreter reports to the Latina Victim Advocate

**Requirements:** minimum 20 hours of SFVC volunteer training, bilingual in English/Spanish

**Hours:** 5 hour monthly commitment or as needed

Revised: 6/09