



**POSITION AVAILABLE-PLEASE POST**

**JOB TITLE:** Court Advocate, Family Justice Center  
**LOCATION:** Superior Courthouse of Monmouth County, Freehold, NJ  
**STATUS:** Full-Time  
**REPORTS TO:** Program Coordinator, Family Justice Center

***QUALIFICATIONS:***

- Bachelor's Degree in Social Work, Criminal Justice, Sociology, or related field preferred.
- A minimum of 2 years' experience in social services or related field required.
- Experience providing court/legal support and crisis intervention services preferred.
- Knowledge of the Prevention of Domestic Violence Act and family court procedures.
- Knowledge of domestic/sexual violence, child abuse and trauma, and cultural humility.
- DVS preferred; bilingual Spanish preferred.
- Minimum 40 hours domestic violence training (will provide upon hire).

***RESPONSIBILITIES:***

- Provide court/legal information, support, and crisis intervention to domestic and sexual violence clients who appear in Family Court or contact the program for services.
- Work cooperatively with court personnel to assess needs of domestic violence clients.
- Assist plaintiffs who have applied for restraining orders to prepare them for court appearances.
- Provide information about legal assistance and other court-related activities.
- Provide referrals to appropriate 180 programs and relevant community services as needed.
- Accompany clients to court proceedings and provide support as needed.
- Act as liaison between 180TLA and Monmouth County Family Court.
- Maintain strong relationships with all Family Court personnel.
- Compile, submit and maintain all necessary statistics and reports as required.
- Maintain accurate records of client contacts as required.
- Maintain confidentiality requirements as per FVPSA/VAWA/VOCA.
- Attend all 180TLA, court, and outside agency meetings as required.
- Attend regular program supervision, staff meetings, and peer supervision.
- Other duties as assigned.

**Resumes can be sent to 180 Turning Lives Around, 1 Bethany Rd., Bldg. 3, Suite 42, Hazlet, NJ 07730 Attn: FJC, fax to 732-264-8655, or email to [fjc@180nj.org](mailto:fjc@180nj.org). AA/EOE.**

*This job description is not a contract. Duties and responsibilities may be changed as business needs dictate.*