

Crime Victim Advocate Internship

Application Process

Recruitment takes place in October for the spring semester and in April for the fall semester.

All internship opportunities are posted at: www.azstatejobs.gov. If you are interested in applying for an internship with our office, you must submit your resume and cover letter.

If you would like more information about an internship with our **Phoenix Office**, contact **Briana Balph**, Phoenix Internship Coordinator at: (602) 542-8454 or briana.balph@azag.gov

If you would like more information about an internship with our **Tucson Office**, contact **Amy Bocks**, Advocate Program Manager & Tucson Internship Coordinator at (520) 628-6454 or amy.bocks@azag.gov



Arizona Attorney General's Office Of Victim Services

Contact Information

PHOENIX OFFICE (MAIN)

1275 West Washington
Phoenix, Arizona 85007
Phone: (602) 542-4911
Fax: (602) 542-8453

TUCSON OFFICE

400 West Congress
South Building, Suite 315
Tucson, Arizona 85701
Phone: (520) 628-6456
Fax: (520) 628-6566

Toll Free: 1-866-742-4911

Learn more about the
Office of Victim Services at:
www.azag.gov/victim-services



Arizona Attorney General
Tom Horne

Serving Arizona's Crime Victims

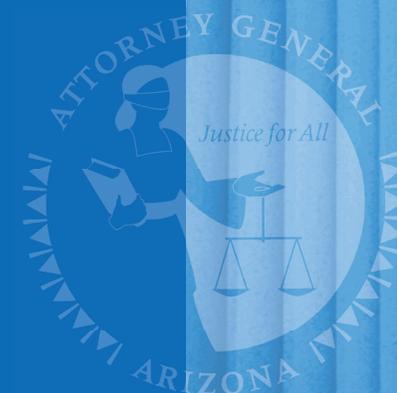
Arizona
Attorney General's
Office

1275 West
Washington Street
Phoenix, Arizona 85007
Ph: 602.542.4911
Fax: 602.542.8453

400 West Congress
South Building
Suite 315
Tucson, Arizona 85701
Ph: 520.628.6456
Fax: 520.628.6566

Toll Free:
866.742.4911

Learn more about
Victims' Rights at
www.azag.gov



Office of
Victim Services
Volunteer Intern
Advocate
Requirements
and Application
Process

Victim Services Internship Program

Office Of Victim Services Arizona Attorney General's Office

Thank you for your interest in participating in an internship at the Attorney General's Office of Victim Services. During this internship, you will help serve crime victims in a number of ways. You will empower victims by informing them of significant case-related information, as well as ensuring that statute-mandated victims' rights are provided. In addition, you will assist crime victims in accessing appropriate and financially accessible services within their community.

The Office of Victim Services assists victims from the charging of an offender through the most final of outcomes: execution. As an intern, you will have the opportunity to participate in all levels of the criminal justice system. Whether your career goals are law enforcement, criminal law, social services, or even public service, the knowledge you will gain is priceless.



Volunteer Intern Victim Advocate

Purpose

To act as a liaison between victims and members of the justice system by providing victim assistance services.

Responsibilities

- Identify victim's needs resulting from the crime
- Answer questions regarding the criminal justice process
- Accompany victims to court
- Follow-up with victims regarding case status
- Offer reassurance and empathetic listening
- Provide information and referrals to victims
- Explain legal rights of victims in layperson's terms
- Assist assigned Victim Advocate with case work
- Answer incoming calls from the general public
- Assist with the annual Victims' Rights week events (April)

Victim Advocate Internship

Qualifications and Requirements

QUALIFICATIONS

- Minimum junior status for bachelor's degree students
- Minimum of second year status for associate's degree students
- Minimum cumulative G.P.A. 2.5
- Ability to work effectively with people in sensitive areas
- Strong writing, communication, and computer skills

REQUIREMENTS

Students who are accepted into the internship program must meet the following requirements:

- Complete 225 hours in the semester (this averages out to about 9-12 hours per week)
- Complete 24 hours (included in six-month commitment) of advocacy training provided and scheduled by program staff
- Pass a security background check
- Possess a valid driver's license or state picture ID.
- Provide a resume and cover letter with application