

NORTH CAROLINA Victim Assistance Network

Victim Service Practitioner Certification

Application

*Certification awarded for the completion of the Victim Service
Practitioner Training Academy*



Bringing Balance to the System

**March 22-26, 2010
NC-VAN
Raleigh, NC**

This packet contains the information you need to apply for the North Carolina Victim Assistance Network Certified Victim Service Practitioner Certification requirements. If you have any additional questions please contact the Certification Program Coordinator at 919.831.2857 or certification@nc-van.org

North Carolina Victim Assistance Network Victim Service Practitioner Certification

The Certification Program

The North Carolina Victim Assistance Network, Victim Service Practitioner Certification was created to establish a higher level of professionalism among those providing victim services. The Certification Academy will provide knowledge and understanding of the principles and practices of victim services, the justice system, and advocacy for individuals working in the areas of victim services. Certification will ensure that victim service providers are providing consistent and appropriate services to crime victims, thus giving policy makers a means to fairly evaluate the status of and need for victim assistance in North Carolina. The victim service field includes a broad range of professionals in the public and private sector such as trauma counselors, crisis intervention staff, victim advocates, social workers, clergy, mental health professionals, prosecutors, and many other critical members of the victim services field.

Benefits of Certification

- Recognition of professional skills and competence
- Recognition of specialized victim service training and experience
- A demonstrated commitment to professional development
- Networking opportunities with other professionals
- Increased value to employers and the community through the completion of the training academy and certification as a Victim Service Practitioner.

Certified Victim Service Practitioner Eligibility

To be eligible for Certification you must have 6 months experience in the field of victim services, complete the application, possess a clean criminal background check, attend a week long Academy, and successfully complete the Certification exam.

Academy Fees

Students must pay a \$150.00 certification fee upon approval of their application that includes training materials and five lunches. All other meals, travel and hotel are the responsibility of applicant. Scholarships may be available upon completion of scholarship application which is included in this packet.

This fee includes a one year membership in NCVAN. (Fee is \$125 for current NCVAN members.)

Responsibilities of the Practitioner

This certification is not a license and is not to be construed as a warranty of the applicant's ability to provide services. The NCVAN Victim Service Practitioner Certification Program will make a reasonable good faith effort to assure that 1) the applicant has completed a week long training academy, 2) the applicant has successfully completed a written exam, 3) the applicant agrees to obtain 20 hours of continuing education every 3 years. The applicant retains sole liability for any consequences of deliberate falsehoods, misrepresentations, or forgeries in this application, and the Practitioner retains sole liability for any consequences of misrepresentations, deliberate falsehoods, or practices outside the bounds of competency.

COURSE CURRICULUM

Advocacy & Utilizing Community Resources - The ripple effect of criminal victimization makes it clear that victim advocates cannot work in a vacuum. True collaboration is an asset in providing assistance to victims. This course aids advocates in forging relationships with allied professionals, public policy makers, and the general community.

Child Victims - This course provides an overview of state and federal laws concerning child maltreatment. Students discuss issues involving preschool and adolescent victims, investigative procedures, and culturally sensitive responses to child maltreatment. This course will also review child interviewing skills and techniques.

Crime Victim Compensation - Compensation programs are designed to offer financial assistance to citizens suffering losses as a result of being an innocent victim of crime. This course will provide students with a description of the NC Crime Victims' Compensation program, including the eligibility requirements, the application process, types of compensable expenses, and monetary awards offered.

Criminal Justice System - This course reviews the dynamics of the criminal justice system from law enforcement to district attorney's offices to post-sentencing. Students examine the mission of each agency, methods of accessing services, and effective methods of collaboration as well as the rights a victim has with each phase of the process.

Cultural Competency - As the racial and ethnic diversity of North Carolina continues to change, the challenge for victim advocates is to address the unique needs and concerns of minority victims. Students address the basic principles that help them to interact with crime victims in a culturally sensitive and proficient manner.

Death Notification - This course teaches victim service practitioners how to kindly and effectively deliver tragic news. Students will learn how to properly tell someone that a relative/friend has been killed and how to work with a victim who was notified in a damaging way by someone else.

Domestic Violence - A general session on domestic violence will include the following discussions of: dynamics of domestic violence, statistics, theories of the origin and treatment methods of domestic violence, history of the shelter movement in the United States, and North Carolina laws. Students will explore the barriers battered women face when they consider leaving the abusive relationship, including the loss of child custody and an increased risk of homicide.

Federal Victims' Rights - Identifying Federal laws that could assist you in serving victims of crime.

History of the Victim Movement - This course provides participants with an overview of the past 40 years, covering issues of public policy, legislation, and the introduction of prosecution-based victim/witness programs.

Homicide Victims - Students examine and discuss methods of response to the particular needs of survivors of homicide. Recommendations for effective service delivery to the survivors, including examples of policies, procedures, and protocols for implementation will be provided.

Impaired Driving - This course updates and clarifies North Carolina DWI laws, including enforcement and prosecution. Students discuss what can be expected before, during, and after a DWI arrest is made and how to meet the needs of victims of impaired drivers.

Sexual Assault - This course provides legal and cultural definitions of rape and sexual assault, according to North Carolina State law. It will distinguish all forms of sexual violence on the continuum. An overview of rape trauma syndrome will also be covered, including types of victim's reactions.

COURSE CURRICULUM, cont.

Stalking - In the past few years, both state and federal legislation have more adequately addressed the crime of stalking. Students examine federal and state stalking statutes and user-friendly guidelines for effective interventions, including the utilization of the court system. Students learn who is most likely to stalk and their tactics, when and why tactics may escalate, how victims can reduce vulnerability, and how victims may effectively use stalking journals and safety checklists.

Stress Management - Students discuss the demands of a victim service practitioner, define personal and professional limits, and learn when it is okay to say no. Students also consider how to avoid stress and develop a personal list of how to manage stress.

The Theory of Crisis Intervention - Students focus on the trauma crime victim's experience and their basic trauma reactions. Effective intervention strategies and the development of effective listening skills are examined. Students also study various perspectives of allied professionals within the criminal justice system and receive suggestions for maintaining effective working relationships.

Under-served Populations - Students explore the theoretical components of affecting reform in the advocacy and assistance of under-served victim populations. Students will be able to recognize under-served populations and discuss the reasons why certain victims are under-served.

Values Clarification & Ethics - Students identify and discuss personal values by which they define themselves and also practice in their professional lives. Students examine why it is important to understand clients' values in order to assist them appropriately and to understand the importance of not imposing personal values on clients.

Victim Empathy - Victims of violent crime present a unique set of thoughts and feelings that relate to their experience. Interactions with family, friends, counselors, and criminal justice professionals have a meaningful impact on the victim's healing process. This course will focus on ways to relate to victims that promote healing without overwhelming the caregiver.

Application Instructions

Please type or print and complete all pages of the application packet. Do not fax any part of the application packet unless requested by the Certification Program Coordinator. Incomplete applications will not be considered. The entire original application must be submitted, please make any copies of the application you wish to keep prior to mailing.

1. **Application Cover Sheet:** Please complete requested information and sign where indicated. Your home address, social security number, driver's license number and date of birth are needed to perform the criminal background check.

2. **Application Questionnaire:** Complete the questionnaire, try and limit responses to area provided. Additional pages will be accepted if necessary.

3. **Attach Resume:** A current resume indicating current employment or volunteer position in the field of victim service which includes the following information: education and professional affiliations, specific information regarding employment or volunteer affiliations with names of employers, years of employment or placement and job duties.

4. **Letters of Recommendation:** Two letters of recommendation are required from individuals who are not relatives or clients of the applicant, and have knowledge of the applicant's skills and abilities in the field of victim services. One of the letters of recommendation must come from the applicant's current direct supervisor.

5. **Agency Commitment Form:** To be filled out by the applicant's supervisor.

6. **Fee:** Do not submit the Certification Fee at the time of application, the \$150 fee must be submitted upon receipt of the applicant's acceptance letter. (\$125 for NCVAN members)

7. **Scholarship Application:** Potential scholarship recipients must submit the full application and scholarship application by the application deadline.

8. **Receipt of Application:**

Please mail your completed application to:

**NC Victim Assistance Network
Attn: Certification Academy
P.O. Box 28557
Raleigh, NC 27611-8557**

Commitment Form

Applications received without this form will not be considered for admission.

Purpose

There is a great deal of time and commitment expected from each applicant that attends the NC Victim Assistance Network (NCVAN) Victim Service Practitioner Certification Academy. It is imperative that each applicant's agency provides them with the support to complete the program and allows them to utilize continuing education opportunities. The purpose of this document is to ensure that you, the authorized agency representative, are aware of the NCVAN policy concerning the intended purpose of the Victim Service Practitioner Certification Academy. We ask that you fully read the application packet and contact the Certification Program Coordinator with any questions or concerns prior to the submission of an applicant's application.

Commitment

The applicant is a full-time employee part-time employee volunteer.

If part-time employee or volunteer they work approximately hours per week.

The applicant will be given a relief from their working duties for the duration of the Academy.

Yes No

The applicant will be allowed to attend continuing education classes.

Yes No

I understand that in order to attend the Academy the applicant must have at least two letters of recommendation one of which must come from me, the applicant's supervisor.

Yes No

I understand that the Victim Service Practitioner Certification Academy is a comprehensive program that will demand the undivided attention of the applicant, and I am aware that attendance at all classroom sessions is mandatory.

Yes No

I have read the application packet and have addressed any questions or concerns with the Certification Program Coordinator.

Yes No

Applicant	Agency
Supervisor	Supervisor's Title
Signature	Date

**NC Victim Assistance Network
Victim Service Practitioner Certification Academy
Scholarship Application**

Policy:

1. For every 10 registered students 1 scholarship will be awarded (1 scholarship may equal 2 partial scholarships)
2. Scholarship will cover waiver of certification fee and two nights hotel stay, (if within 30 miles of the Academy site you will receive a partial scholarship which is a waiver of the certification fee).
3. Scholarships will be awarded on a need basis.
4. Potential scholarship recipients must complete the full application and scholarship application in full.
5. You will be notified of the status of your scholarship application when you are notified of whether or not you were accepted into the Academy.
6. Applying for a scholarship will have no affect on your application to attend the Academy.
7. Any questions regarding the scholarship application should be forwarded to the Certification Program Coordinator at 919/831-2857 or certification@nc-van.org.

Applicant Information:

Name			
Agency		Title	
Address			
City		State	Zip
Phone	Fax	Email	

Agency Information:

Type:

Victim Service Non-Profit State Government Federal Government

Need:

I will be able to attend the Academy without a scholarship.

I will be able to attend the Academy without a scholarship, however I will have to pay my own way.

I will not be able to attend the Academy without a scholarship.

Why:

Why should the NCVAN Victim Service Practitioner Certification Academy award you a scholarship to attend the Academy?

This form must be returned with your application to attend the Academy to be considered.

Printed by

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