

Full-time Victim-Witness Advocate Position at the
Machias District Attorney's Office
In house posting

The Machias District Attorney's Office is seeking qualified applicants for the position of full-time victim-witness advocate, to assist victims of crime. The victim-witness advocate will provide a range of victim services and must be prepared to explain the criminal court system, obtain victim impact statements, oversee issuance of subpoenas, prepare victims for court appearances, and work closely with law enforcement and local agencies to refer victims to appropriate services. It is preferred that applicants have a Bachelor's degree (in social sciences) or four years of relevant experiences in a related field, but not required. The position also involves administrative work, monitoring criminal investigations, drafting grant reports, and notifying witnesses regarding trials. Training in domestic violence issues and familiarity with the court system are preferred. This is an entry level position, 40 hours per week, \$23.20 per hour.

A County of Washington application, letter of interest and resume should be sent to District Attorney Robert C. Granger, PO Box 297, Machias, Maine 04654 and must be received by June 6, 2025. An application is available on the County of Washington website www.washingtoncountymaine.com

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