



Job Title	Forensic Interviewer / Advocate
Department	Advocacy & Forensic Interviews
Reports to	Manager, Forensic Interviews
Updated	4-2022

BACKGROUND

As a Children’s Advocacy Center, Mosaic Georgia is the designated location for conducting formal, recorded forensic interviews of children in cases involving allegations of sexual abuse, severe physical abuse or emotional abuse or a child witnessing a crime or act of violence. Most forensic interviews take place at Mosaic Georgia’s Children’s Advocacy Center with law enforcement, Department of Family & Children’s Services, and/or District Attorney present.

POSITION SUMMARY

The Forensic Interviewer conducts specialized, non-leading interviews for information-gathering purpose as requested by law enforcement or DFCS. A forensic interviewer does not engage in advocacy on the case. The forensic interviewer also participates in interdisciplinary team case management. Reports to the Client Services Director.

DUTIES & RESPONSIBILITIES

- Conducts forensic interviews of children or adults with developmental disabilities in cases involving allegations of sexual or severe physically or emotional abuse or witnessing of violence.
- Follows protocol set forth in Mosaic Georgia’s CAC Multi-Disciplinary Team (MDT) manual.
- Maintains required documentation in the case tracking system on all client services provided in a timely manner, as specified in relevant procedures manuals or guidebooks.
- Provides timely written and/or verbal correspondence with relevant MDT partners regarding a child’s forensic interview.
- Works closely with the multidisciplinary team to ensure concerns arising during the case review meetings are addressed.
- Obtains case outcome information and maintains written documents from multidisciplinary team as needed following case review meetings.
- Participates in staff meetings, forensic peer review meetings and multidisciplinary team case review meetings.
- Provides consultation and/or expert testimony in juvenile and superior court proceeding, collaborating with the DA’s office in the appropriate judicial circuit throughout the judicial process in cases involving Center clients.
- Stays abreast of current trends and research in the forensic interviewing of alleged abuse victims.
- Works within a rotating “on call” schedule.
- Provides crisis intervention, advocacy services, information and referral, legal advocacy, victim accompaniment services (medical, legal and other) and follow-up assistance for child & adult sexual assault/ abuse victims and families.
- Performs all other related duties as assigned.

Qualifications & Experience

- Certified in the NCAC or Childfirst protocol or other nationally recognized child forensic interview protocol.
- Education: Bachelor’s degree in human services field, social and behavioral science, criminal justice or related field. Master’s degree preferred in field of psychology, social work, behavioral sciences, or

criminal justice.

- Prefer 3 years direct service experience working with sexually abused children.
- Excellent communication skills and the proven ability to work with clients of varying ages, cultures and developmental abilities.
- Demonstrated writing and organizational skills.
- Preferred bilingual in Spanish.

EOE