**The Indiana Victim Assistance Basic Academy**



 The Indiana Coalition Against Domestic Violence, in conjunction with the Indiana Criminal Justice Institute, implements the Indiana Victim Assistance Training Project. The Training Project’s mission is to develop and provide a comprehensive, accessible, diverse and affordable training series that is available to all professionals who serve victims of crime in Indiana. In keeping with this mission, the Project provides the Indiana Victim Assistance Basic Academy.

The Indiana Victim Assistance Basic Academy is an entry- level training program that takes place over three weeks and provides 40 hours of content through webinar and classroom instruction. It is open, free of charge, to anyone employed by a government or non-profit entity who provides direct services to victims of crime and has held that role for three years or less.

Registration is now open for the September Academy, which will be held September 14-October 1, 2020. The in-person, classroom sessions will take place at the Drury Inn & Suites Northeast in Indianapolis.

Program Dates: September 14- October 1, 2020

Topics: The History of Crime Victim Services

 Victim Rights law

 Navigating the Criminal Justice System

 Ethics & Professional Behavior

 The Impact of Crime on Victims

 Direct Services to Victims

 Assisting Victims of Domestic Violence

 Serving Victims of Sexual Assault

 Civil Protective Orders

 Communication with Victims & Survivors

 Children as Victims

 Assisting Victims with Disabilities

 Developing Community Partnerships

 Victim Compensation, Notification and the Sex Offender Registry

 Elder Abuse

 The Impact of Crime on Advocates

 Cultural & Spiritual Competency in serving Victims of Crime

 Human Trafficking

 Building Resilience

**Applications are now being accepted for the September Academy. Please read the Academy description, expectations and requirements carefully before applying.**

**Academy Description**

The Indiana Victim Assistance Basic Academy begins on Monday, September 14, 2020 and runs through Thursday, October 1, 2020.

Students will participate in daily educational sessions on Mondays –Thursdays. There are no sessions on Fridays. Students will travel to Indianapolis in weeks one and three for a total of four days of in-person, classroom instruction. They will participate in webinars on all other days. There is no cost to attend the Academy.

Classroom Days

 The in-person classroom days will be held at the Drury Inn & Suites Northeast on Wednesday, September 16th, Thursday, September 17th, Wednesday, September 30th, and Thursday, October 1st, 2020. The Drury Inn is located at 8180 North Shadeland Ave, Indianapolis. **We will be following *social distancing guidelines. All students will be seated at least 6’ apart and will be expected to wear masks and follow other anti-Covid recommendations.***

Webinar Days

Webinars will be held from 9:00a.m.-11:00 a.m. EDT. Students should reserve 9:00 a.m. - 11:00 a.m. each day for the webinar portion of the academy. During this time students should be treated as if they were not physically in the office. Webinars will begin at 9:00 a.m. EDT and will conclude by 11:00 a.m. EDT. On days where the webinars will not take the full 2 hours, students may be given a homework assignment or activity to complete during the remainder of the time.

Hotel Accommodations

Hotel accommodations will be available on Wednesday, September 16th & Wednesday, September 30th for those students who must travel more than 50 miles each direction. The Training Project will provide the rooms, at no cost to the student, for those who meet the 50-mile qualification and indicate the need for a room on their registration form.

**Expectations**

Students are expected to fully participate and complete all sessions. During webinars, students are expected to give full attention to the presentation and not accept phone calls or complete additional work during this time. Should an unforeseen circumstance arise that would prevent attendance, students should notify the program coordinator immediately.

Employers and supervisors are expected to support the student’s participation in the Academy by ensuring their attendance at all sessions. Employers and supervisors are expected to treat the student as if they are out of the office and unavailable from 9:00 a.m. – 11:00 a.m. on webinar days.

**Requirements**

The Academy is open to anyone who is in a position of direct service to victims of crime and has been in that role for three years or less. Attendance and participation in all sessions is required to complete the Academy. No partial credit will be given and anyone who fails to timely complete the modules may be asked to leave.

**Application, Deadlines & Acceptance**

To apply for the Academy complete the Student Application and Employer/Supervisor Certification. Submit applications by email to somalley@icadvinc.org. You will be notified that your application has been received.

 Only a limited number of students will be accepted for the course. If applications exceed the available slots, priority will be given to students based on their direct service to victims, years of experience and whether their agency receives VOCA funding. The number of applications submitted by an agency may also be considered.

The application deadline is **Friday, August 14, 2020**. Participants will be notified of acceptance by **August 26th, 2020**. Please direct any questions or concerns to Suzanne O’Malley at somalley@icadvinc.org.

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Academy Application- September 2020

Applicant Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Organization Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mailing Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Will you be traveling more than 50 miles, each direction, to Ivy Tech, Indianapolis? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 If traveling more than 50 miles, do you need a hotel room on September 16th & 30th? \_\_\_\_\_\_\_\_\_\_\_\_\_

How long have you held your current position? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Have you held other positions that provide direct service to victims: Yes/ No

 *If yes, please list those positions*: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Describe how you currently serve victims: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Please tell us about any accommodations that you may require to participate in the Academy such as ASL interpretation, materials in large font, or mobility assistance.

List the county/counties that your organization serves: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Does your organization receive VOCA funding? Yes/ No

Circle the organization type that best describes your organization:

 a. Domestic Violence Program i. Prosecutor’s Office

 b. Dual Sexual Assault/Domestic Violence j. Court

 c. Sexual Assault Program k. State Agency

 d. Child Advocacy Center l. County Agency

 e. Mental Health Organization/Provider m. Immigration/Refugee Organization

 f. Substance Abuse Provider n. Community-based

 g. Hospital/SART o. Other Non-profit Victim Service Provider

 h. Law Enforcement Agency p. Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*I have read the academy description, expectations and requirements. I understand that the Academy is a 3 week course which requires daily participation. I commit to, attending, fully participating in and completing all of the sessions.*

 Student Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Employer/Supervisor Certification

*I acknowledge that \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ has applied to attend the Indiana Victim Assistance Basic Academy and does so with my support. I have read the academy description, expectations and requirements. I understand that the Academy is a 3 week course which requires daily participation. I will ensure \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ is able to attend all classroom sessions and will not be assigned work from 9:00-11: 00 a.m. on webinar days*. *I also agree to complete a post- Academy survey that evaluates how \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_utilizes the information learned during the Academy.*

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Employer/Supervisor Signature

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Employer/Supervisor Printed Name

**Please email the completed application to Suzanne O’Malley at** **somalley@icadvinc.org** **.**