

Job Announcement – Shelter Advocate

SafeHouse Center seeks a Shelter Advocate to join our Shelter Program to provide crisis support and advocacy to survivors of sexual and intimate partner violence.

The Shelter Advocate plays a vital role in delivering the support and resources needed to survivors and ensure the upkeep of the Shelter facility.

We are looking for individuals able to provide survivor-centered empowerment-based support, including crisis intervention, safety planning, emotional understanding and assistance, and education.

Essential functions and responsibilities:

- Provide direct crisis support and intervention services to survivors of sexual and intimate partner violence in the form of general advocacy, one-on-one crisis support, and/or group work support.
- Staff the 24-hour on-call duties for residential services during business hours, weeknights and weekends as assigned.
- Assist in the general upkeep and function of the shelter facility including the maintenance and cleaning of residential bedrooms and common areas.
- Maintain assigned caseload. Work collaboratively with each survivor to determine their strengths, challenges and goals. Provide appropriate referrals and resources.
- Assist in the promotion of domestic and sexual violence services through public speaking and tabling engagements.
- Abide by confidentiality policy at all times including mandated reporting guidelines to DHHS.
- Be cross-trained to assist with other agency duties occasionally to help drive our vision, fulfill our mission and align with our organization's values.

Working Environment & Requirements:

- This position is based at the agency and primarily works in an office environment.
- Staff may occasionally be required to travel locally and regionally in agency or own vehicle
- This position requires flexibility in scheduling and job function as some services require 24 hour coverage including during popular holiday times (most notably – but not necessarily limited to – the time around Thanksgiving, Christmas and New Year's).
- This position requires a minimum age of 21, valid driver's license and the ability to obtain vehicle insurance.

Qualifications:

- Bachelor's Degree or the equivalent of 2 years of professional experience. Lived experience will also be considered on a case-by-case basis for meeting requirements.

- Skilled in interpersonal communication and teamwork.
- Previous experience in crisis intervention is preferred.
- Previous experience working effectively with people from diverse racial, economic, and cultural backgrounds is preferred.
- Fluency in language(s) other than English is desired

Compensation and Benefits:

- \$20.68/hour, 40 hours per week
- Generous time off package including paid-time off, medical time and 9 paid holidays
- 4 weeks paid parental leave after 1 year of full time employment.
- Comprehensive health insurance through Blue Care Network with optional vision and dental insurance. Also option to add dependents and partner
- Life insurance
- Short and long-term disability insurance
- Retirement plan (Simple IRA) with employer contribution match of 2%
- Certified Employer for Federal Program Public Service Loan Forgiveness
- Employee Assistance Program
- Regularly scheduled individual and group supervision