



Domestic & Sexual Violence Advocate Job Announcement

Title: Domestic & Sexual Violence Advocate

Program: Advocacy Program for Safe Harbors-Four positions-Open till filled

Start Date: July 2024: T-F 36hrs/week plus on-call w/weekends/after hours

Supervisor: Cassy Griggs-Executive Director

Wage: \$19-23 DOE

Position Summary: This position will assist in carrying out Safe Harbors' mission and goals by providing high-quality support, advocacy, safety planning, and information and referral to survivors of interpersonal violence. The position will also work closely with social service providers, medical personnel, and other professionals through Safe Harbors' crisis line.

Specific Responsibilities:

- ❖ Answer the crisis line in a courteous and professional manner
- ❖ Provide needs assessments, emotional support, and crisis intervention.
- ❖ Information and referrals to community services using warm transfers when possible
- ❖ Assistance with safety planning and brainstorming available options
- ❖ Provide survivors with advocacy, information, referrals, and resources as appropriate, including supportive advocacy and warmly handing clients off to other area providers.
- ❖ Accurately obtain and record demographic information to identify survivors' service and geographic needs for grant reporting.
- ❖ Stay informed of community resources and coordinate community responses.
- ❖ Observe all confidentiality requirements.
- ❖ Attend weekly staff meetings, occasional empowerment group meetings, and trainings.
- ❖ Work with community partners to provide comprehensive information and referral crisis services.
- ❖ We must maintain comfort and ability around basic technology (email, databases, text, chat, etc.) and future systems as our technology needs progress.
- ❖ Other tasks and projects as assigned.

General Responsibilities:

- ❖ Attend agency meetings, trainings, and occasional weekend retreats
- ❖ Serve as a visible spokesperson and advocate for Safe Harbors' mission and programs in the community
- ❖ Assist with responsibilities in a team approach
- ❖ Other duties as assigned
- ❖ Serve on committees as directed by the E.D.

Required Qualifications:

- ❖ Recent experience (within the past two years) working or volunteering with survivors of domestic and sexual violence
- ❖ Philosophy compatible with Call to Safety's Mission statement, especially to include:
 - Experience with and knowledge of domestic and sexual violence
 - Understanding of oppression and how it supports interpersonal violence
 - Value social justice and work to change attitudes in the community by making domestic and sexual violence global issues
 - Knowledge of the impact of trauma on survivors
- ❖ Strong organizational abilities
- ❖ Ability to work well with a variety of people from diverse backgrounds
- ❖ Excellent verbal and written communication skills
- ❖ Demonstrated ability to problem solve, be proactive
- ❖ Flexibility and the ability to work on multiple tasks simultaneously
- ❖ Commitment to building a multi-racial, diverse team
- ❖ Ability to maintain confidentiality
- ❖ Ability to work with Call to Safety staff as a team member
- ❖ Ability to remain up to date on current technology systems, learn new technology systems, and implement within the scope of duties.

Preferred Qualifications:

- ❖ Previous completion of a 40-hour Domestic and Sexual Violence
- ❖ Advocacy Training
- ❖ Individuals who are bilingual and/or bicultural
- ❖ Knowledge or experience in the sex industry

To apply for this position, please email your resume and cover letter that includes responses to the questions below to Director@wcsafeharbors.com

Please include a cover letter that answers the following questions and send it with your resume.

1. What is your understanding or definition of domestic and sexual violence and stalking?
2. What is your experience working within the criminal or civil court justice system?
3. Do you think everyone has equal opportunities in life? Why or why not?
4. What is your understanding of how abuse impacts people? What do you think a world without violence looks like?
5. What are some strategies that you might use to prevent burnout in a role with so much exposure to trauma?
6. Is there anything else you want to share about why this position fits you well?

For more information or questions, please contact Cassy Griggs @ 503-407-1263.