



## **Child, Youth and Family Advocate – Domestic Violence Public Office**

Safe Shelter of St Vrain Valley is seeking a full-time Child and Youth advocate to join our team. We are seeking an individual who is passionate about the prevention of interpersonal and family violence, victim advocacy, and has a strong desire to work with youth and positively impact the lives of others.

This individual is responsible for provision of overall crisis services with emphasis on support, individual and group counseling, advocacy, case management, and referral for children impacted by domestic violence and their non-offending parent.

We provide opportunities for ongoing professional development and training and the opportunity to improve our community and the lives of individuals affected by domestic violence.

### **Key Responsibilities:**

This position functions as part of a team. Areas of responsibility may fluctuate or change; other duties may be assigned depending on the needs of the organization. Specific duties shall include, but are not limited to:

#### Provision of Advocacy to Safe Shelter Clients:

- Provide crisis intervention and continuing support for children, youth, and non-offending parents, working with parents to develop effective responses to the needs of each child
- Meet regularly on an individual basis with children three years old or older; advocacy with younger children will involve working with the parent on supporting the child(ren)
- Meet regularly on an individual basis with all non-offending parents
- Facilitate age-appropriate groups for children and youth
- Provide support for parents concerning the effects of domestic violence on children, child development, and effective parenting strategies
- Provide advocacy for children and families with a wide variety of community agencies

#### Provision of General Safe Shelter Services:

- Answer phones, take crisis calls and provide advocacy, information, and referrals to callers
- Assist clients with intake paperwork, maintain client files, and help clients with safety planning
- Model appropriate behaviors and healthy interactions with adults, youth, and children
- Work closely with the Child & Youth Advocate at the Emergency Shelter facility to implement and further develop the Child & Youth Advocacy Programs
- Provide staff back up as needed

#### Other Duties:

- Train and supervise volunteers for the Child & Youth Program.
- Continually identify enhancements to service access and delivery

- Assist in creating and achieving program goals and objectives as required by funders
- Participate in regularly scheduled supervisory, staff and program meetings, client staffing and team meetings
- Network, consult and participate with community agencies on a continuing basis
- Submit daily/weekly/monthly statistical data in a timely manner
- Assist in on-site training and evaluation of new staff, interns and volunteers, as needed.
- Any other duties as assigned.

**GENERAL QUALIFICATIONS:**

- Ability to regularly use discretion and exercise independent judgment
- Knowledge and understanding of the physical, psychological and sociological issues involved in family violence
- Ability to work independently and as part of a team.
- Demonstrated experience in crisis intervention, one-to-one and group counseling with children and adults
- General knowledge of community resources
- Communicate effectively in speech and writing
- In addition, individual must possess a valid driver's license and telephone, and must be available for evening and weekend work

**EDUCATIONAL QUALIFICATIONS:**

Bachelor's Degree in counseling or related field, plus two year's work experience in human service delivery programs working with youth and children or any equivalent combination of education, work or life experience.

**Fluency in Spanish a plus**

**POSITION STATUS:** Full-time, Non-Exempt, 11am-7pm M-F. Occasional weekend work may be necessary to effectively meet the needs of program participants and organizational activities. This position is full-time at \$33,000 annually.

Send Cover Letter & Resume to: [jane@safeshelterofstvrain.org](mailto:jane@safeshelterofstvrain.org)

*We Are An Equal Opportunity Employer: It is the policy of Safe Shelter of St Vrain Valley to provide equal opportunity for all qualified persons and we will recruit, hire, train and promote into all job levels the most qualified individuals without regard to race, color, creed, religion, sex, national origin, ancestry, marital status, status with regard to public assistance, disability, age, sexual orientation, or other protected status under any federal, state, or local law.*