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Children's Advocate - Grove, Supportive Housing & Community Shelter Campuses

Children's Advocate (Grove, Supportive Housing & Community Shelter Campuses)

SAFE Alliance seeks a Children's Advocate for the Residential & Support Services program in the Children's Services department. The Children's Advocate will assist in providing support and advocacy to assigned clients residing in SAFE's Family Shelter, Community Shelter, and Supportive Housing program. The Children's Advocate will work alongside the Children's Services team and other residential programs at SAFE to ensure children's physical and emotional needs are being met. In accordance with the SAFE Alliance Mission and Vision, Children's Services and advocates exist to provide therapeutic, educational, social and recreational services as well as advocacy for children residing at SAFE. Residential programs within SAFE are operating in multiple fashions. The Community Shelter program is currently operating as a traditional shelter site away from the main campuses. Supportive Housing and Family shelter are housed on our Grove campus. This position will include mobile services between program sites and will require in person service delivery or telephonic when necessary.

SAFE Alliance:

The SAFE Alliance exists to stop abuse for everyone by serving the survivors of child abuse, sexual assault and exploitation, and domestic violence. We are dedicated to ending violence through prevention, advocacy, and comprehensive services for individuals, families, and communities that have been affected by abuse.

Over the past two years, SAFE has served 11,397 clients across our programs. During that time, SAFE reached more than 50,000 community members through over 2,000 trainings, provided more than 150,000 nights and days of shelter and housing support, and delivered over 53,000 crisis intervention and advocacy services through our 24/7 hotline, walk-in advocacy, and direct support programs.

No matter what your role at SAFE Alliance you will make a difference, because together we can Stop Abuse For Everyone.

Perks and Benefits of Working at SAFE Alliance*:

- Employee Only: Health insurance, short-term disability, and life insurance are employer paid with an option to purchase additional dependent coverage.
- Eligibility for Paid time off accruals of up to 15 days a year prorated based on hire date and hours worked.
- 8 standard paid holidays throughout the year.

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Plan, after one year of eligible service.
- SAFE Alliance benefit plans are effective the first day of the month following thirty days of continuous employment.

**Benefit plans and benefit start dates are prorated based on date of hire and hours worked. Eligibility in employer paid benefits, paid time off and holidays are dependent upon full-time employment status and/or hours worked and may be subject to change.*

Application Information and Instructions:

- We do **NOT** accept applications or resumes via email, LinkedIn or any other social media messaging service.
- Applications will be accepted until positions are filled. You will be contacted via email regarding the status of your application whether you have been selected or not to move forward in the process.
- All new employees regardless of status will be **required** to start their employment on either the 1st or 16th of the month. If the 1st or 16th falls on a Saturday or Sunday, the start date will be moved to Friday or Monday, respectively.
- All employees will be **required** to attend a three-day new employee orientation that is held both in-person and virtually the first three business days of the month.
- If you or someone you know are in need of our services, please call 512.267.7233, text 737.888.7233 or chat at safeaustin.org/chat

Position Details:

We are looking for two people to work on a full-time, non-exempt basis for an hourly salary of $21.00 to $22.00 dependent upon experience.

The work location will be based at Grove Blvd. Campus in the East Austin area and will eventually move to service all major SAFE Alliance Campuses in the Austin metroplex. This position will include some travel in the community or between campuses with no ability for remote/hybrid work.

This position requires driving. You must have a valid, State of Texas Driver's License (If in possession of an out-of-state license, obtain a State of Texas Driver's License within 90 days of beginning employment.) AND at least three (3) consecutive years of driving experience OR one (1) year of driving experience if over 27 years of age AND an acceptable driving record that covers at least the last three years of driver history.

Pass all required criminal history background checks (including an FBI fingerprint check if applicable), as well as a pre-employment drug screen and TB test, if applicable.

All employees are required to comply with policies regarding COVID-19, which may be subject to change. COVID vaccines are still highly recommended, and we encourage employees to get vaccinated if they are able.

The shift currently available is traditional hours of 9am to 5pm and may require you to participate in an evening or weekend event.

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but are not limited to residential programs such as Family Shelter and Supportive Housing staff, Behavior and Education Support Specialists, and counseling team. Other support systems providing services to children and parents.

Essential Functions:

- Plan and implement therapeutic, educational, social, and recreational programming to children during out of school hours using a client and family focused approach. Planned programming will address peaceful play and enhance key skills and self-esteem.
- Plans and implements psycho-educational and support groups for children in attendance.
- Assesses the physical, social, and emotional needs of children receiving services through program. Ensures decision quality through timely recommendations and referrals to services based on those assessments.
- Interacts with children in a positive and supportive manner in an effort to serve as a role model for healthy relationships. Values the differences of all children and instills trust by maintaining a safe, calm, and structured environment.
- Supervises children and utilizes positive practices (non-punitive and non-physical) when redirecting negative behaviors. Is resilient when supporting children through difficult transitions and behaviors, and works with a trauma-informed lens.
- Advocates for the social, emotional and educational needs of children. Relies on his/her resourcefulness when providing advocacy to children and/or their parent.
- Uses interpersonal skills to build rapport with parents in order to engage and assist in supporting the needs of their children.
- Supports program volunteers and interns through training, supervision, and feedback.
- Transports children to and from various activities and/or school as needed.
- Flexible hours outside of 9 am to 5 pm may be needed occasionally - examples include 1-2 evenings a week may be required, occasional hours on weekends or during out of school times to meet the needs of the children.
- Additional duties as assigned

Required Qualifications:

Physical Demands and Work Environment

- Be capable of sitting or standing for extended periods of time, as well as be able to intermittently push, pull, or lift 50 lbs. of force.
- Residential Programs are currently operating at multiple sites and advocate's work will entail a mixture of virtual, in-person, and remote work.
- This position will work face to face with clients.

Education and Experience

- Minimum of Bachelor's Degree in Social Work, Education, Child Development, or a related field.
- Equivalent years of professional-level relevant experience is acceptable in lieu of a Bachelor's Degree.

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- Knowledge of and the ability to identify child abuse and neglect and to respond appropriately.
- Ability to respond in a constructive, supportive manner to children, women, and men in a crisis situation; sensitivity to varying cultural, ethnic, and social backgrounds, values, attitudes, and languages.
- Ability to work as a team member, providing support as well as constructive feedback in interpersonal interactions.
- Must pass all required criminal history background checks; have a valid Texas driver's license and provide Department of Public Safety proof of driving record acceptable to agency insurers for the past three years.
- Complies with The SAFE Alliance's Standards of conduct.
- Adheres to The SAFE Alliance's Confidentiality Policy and works with the agency mission and statement of values.

Certification & Training

This position requires completion of the 40-Hour Office of Attorney General Sexual Assault Advocacy Training Program in person within six (6) months of starting employment, along with participating in annual continuing education throughout your employment.

The purpose of this position description is to serve as a general summary and overview of the major duties and responsibilities of the job. It is not intended to represent the entirety of the job nor is it intended to be all-inclusive. Therefore, the position may be required or requested to perform other work duties not specifically listed herein. The organization reserves the right to modify, defer or rescind this position description at any time, with or without prior notice. This position description does not constitute a written or implied contract of employment.

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