



*New Beginnings empowers survivors and mobilizes community awareness and action to end domestic violence.*

## **JOB ANNOUNCEMENT**

### **COMMUNITY ADVOCACY PROGRAM YOUTH AND FAMILY ADVOCATE**

**Domestic violence survivors and people of color strongly encouraged to apply**

**RESPONSIBILITIES:** Provides survivor-focused, trauma-informed mobile domestic violence advocacy and prevention services for children, and their families. Serves as New Beginnings' representative on the Children's Domestic Violence Response Team and works with the team collaborators (Sound Mental Health therapists) to provide wrap-around services. Ensures childcare coverage for support groups.

**REPORTS TO:** Community Advocacy Program Manager

**COMPENSATION:** \$19 per hour, medical, dental, life and vision benefits; retirement contribution; paid time off and monthly paid training; training allowance. This is a non-exempt position.

**HOURS:** 36 hours per week, Monday to Friday (may include evenings and an occasional weekend day)

#### **RESPONSIBILITIES:**

##### **Children's Domestic Violence Response Team (CDVRT) Services**

- Provides domestic violence advocacy and parenting support to families identified for the CDVRT program.
- Represents New Beginnings as part of the CDVRT at trainings/events/outreach and takes leadership on program development, data collection and reporting, outcome measurements, and solidifying team procedures.
- Participates in regular meetings with CDVRT collaborators, including bi-monthly consultations and coordinating "meet and greets" with families interested in CDVRT.
- Coordinates Kids Clubs and simultaneous parenting groups for families impacted by domestic violence.
- Provides a domestic violence advocacy perspective when contributing to CDVRT program policy and procedures.

##### **Children's Services**

- Coordinates high quality, developmentally appropriate and culturally relevant children's activities during weekly support groups.
- Incorporates trauma informed best practices into their work with parents and their children.
- Organizes fun and engaging group activities for children.
- Trains and schedules relief staff and volunteers for childcare, and provides backup childcare as needed.
- Collaborates with CAP advocates to ensure that parent and children's needs are being met.
- Maintains cleanliness and supplies at Community Advocacy Program childcare sites.

##### **Parenting Services**

- Provides individualized supportive mobile services to parents and their children participating in the Community Advocacy Program.
- Facilitates both individual and group meetings with parents and their children using the curriculum "Guided Conversations."
- Develops and facilitates additional support groups for parents and their children as needed.

##### **Data Integrity**

- Enters consistently complete, accurate and appropriate participant and service data into the agency database.
- Responds to meet data needs identified by the Program Manager or data staff.

### **Community Networking**

- Maintains extensive knowledge of community resources for the benefit of children, youth and families.
- Maintains positive working relationships with other domestic violence and service agencies in the community.
- Builds relationships with businesses or other community resources to secure assistance or services for participants and promote New Beginnings' services.
- Attends community meetings as requested by the Program Manager.

### **Team Work and Professional Development**

- Actively contributes to a positive team environment to ensure the collaboration needed for provision of high quality services to survivors.
- Participates in all staff meetings, Community Advocacy Program team meetings, planning days and agency in-service trainings.
- Attends and documents trainings to ensure compliance with Washington Administrative Code training requirements for domestic violence advocates.
- Develops and implements an ongoing self-care plan.
- Other duties as assigned by the CAP Manager.

### **Other**

- Staffs at least one Help Line shift during business hours each month.

### **QUALIFICATIONS:**

- Commitment to the mission of New Beginnings and to the needs to domestic violence survivors.
- At least two years' experience providing support and advocacy for children who have been traumatized. Related experience in non-domestic violence agency settings will be considered.
- Knowledge about the dynamics of domestic violence and the impact of trauma on survivors and their children.
- Demonstrated ability to exercise flexibility and creativity in supporting children and youth.
- Demonstrated ability to work with diverse survivors in a welcoming, supportive, culturally competent manner.
- Knowledge of public benefits, and a wide range of community resources to meet variable child and parent needs.
- Ability to take initiative, and maintain accountability to colleagues while providing services in a variety of settings.
- Experience with mobile advocacy a plus.
- Demonstrated ability to handle crises and juggle multiple responsibilities in a fast-paced environment.
- Ability to maintain participant confidentiality.
- Ability to effectively network with a wide range of community service providers.
- Strong attention to detail and follow-through.
- Ability to represent New Beginnings in a professional manner to community partners and the broader public.
- Ability to use supervision effectively to gain support and enhance performance.
- Ability to engage in constructive self-care activities to manage secondary trauma.
- Proficient with Microsoft Office applications.
- Fluency in Spanish, African or Asian languages a plus.
- Possession of a valid Washington State driver's license. Access to reliable personal car a plus.

**Send resume and cover letter detailing experience to [info@newbegin.org](mailto:info@newbegin.org). Open until filled. Additional agency information available at [www.newbegin.org](http://www.newbegin.org).**