



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

## **Job Announcement**

### **COMMUNITY ADVOCACY PROGRAM SURVIVOR ADVOCATE**

***During the COVID pandemic, most Community Advocacy Program services are done remotely; ideal applicants will have a private, quiet space at home in which to provide advocacy services to participants.***

New Beginnings strives to build a meaningful, welcoming, and equitable workplace, inclusive of diverse voices, experiences and perspectives. New Beginnings is an equal opportunity employer. Survivors, Black, Indigenous, people of color, and LGBTQIA+ people strongly encouraged to apply.

In New Beginnings' Community Advocacy Program, we offer a variety of supportive services to individuals and families who are building new lives free of abuse. We take pride in offering services that focus on healing and empowerment, recognizing how trauma and its aftermath can affect each individual differently.

**New Beginnings values your lived experience. To apply, please email a cover letter detailing your abilities relative to this position along with your resume to [info@newbegin.org](mailto:info@newbegin.org)**

**Open until filled. Additional agency information available at [www.newbegin.org](http://www.newbegin.org)**

<b>RESPONSIBILITIES:</b>	Provides mobile, culturally competent, and trauma informed supportive services and prevention education to survivors of domestic violence who are participants in New Beginnings' non-residential Community Advocacy Program, connecting them with community resources and providing financial assistance to address barriers to safety and independence.
<b>REPORTS TO:</b>	Community Advocacy Program Director with support from the CAP Assistant Director
<b>HOURS:</b>	36 hours per week; Monday-Friday business hours, with up to one regularly scheduled evening per week.
<b>COMPENSATION:</b>	\$20.60 per hour with medical, dental & vision benefits; monthly paid trainings; training allowance; paid leave; life insurance; retirement contribution. This is a non-exempt position.

#### **RESPONSIBILITIES:**

##### **Supportive Services**

- Provides emotional support, safety planning, appointment accompaniment, flexible financial assistance and individual case advocacy for survivors of domestic violence who are participants of New Beginnings' Community Advocacy Program. Provides information, advocacy and referrals regarding public benefits, legal issues, medical care, mental health services, chemical dependency support, financial planning, employment, and other individual needs.
- Incorporates domestic violence prevention education into supportive services with survivors.
- Incorporates trauma informed best practices into supportive services and advocacy work with survivors.

- Ensures services provided reflect and contribute to agency efforts to promote equity and social justice.
- Collaborates closely with the Community Advocacy Youth and Family Advocate to ensure participants' parenting needs, and the healing, prevention and resiliency needs of children are met.
- Collaborates closely with Home Safe Survivor and Housing Advocates to identify participants who qualify for emergency housing, homelessness prevention or rapid re-housing support, and to ensure participants are prepared to secure and retain housing.
- Provides information and support to DV Housing First Demonstration Project researchers.
- Facilitates support groups as assigned by the CAP Director.
- Maintains complete and appropriate participant files.
- Staffs at least one Help Line shift during business hours each month.
- Coordinates interpreter or ASL services for non-English speaking or Deaf/hard of hearing participants.
- Performs other duties as assigned.

#### **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 Director or data staff.

#### **Community Networking**

- Maintains extensive knowledge of community resources for the benefit of survivors.
- 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 Director.

#### **Resource Development**

- Participates in development events and activities as requested by the Program Director.
- Provides program information and stories as needed by the development team to build donor support and pursue funding opportunities.

#### **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.

#### **QUALIFICATIONS:**

- Commitment to the mission of New Beginnings and to the needs to domestic violence survivors.
- Experience providing survivor-centered advocacy. 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.
- Experience with mobile advocacy a plus.
- Willingness to learn about and promote equity and social justice within and outside of New Beginnings.
- 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 survivor needs.
- Demonstrated ability to exercise flexibility and creativity in helping survivors overcome a variety of barriers to well-being and stability.
- Ability to take initiative and maintain accountability to colleagues while providing services in a variety of settings.
- 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.