

## DOMESTIC VIOLENCE CRISIS CENTER RESIDENTIAL ADVOCATE – FULL TIME



Domestic Violence Crisis Center is a non-profit organization that advocates for individuals who are experiencing abuse in personal relationships. Our multiple services and professional staff help those experiencing any level of domestic violence and assists them in building a safer environment for the well-being of themselves and their families. We are looking to hire a **Residential Advocate** to work with individuals who are experiencing domestic violence.

The primary role of the **Residential Advocate** is to provide supportive counseling, advocacy, safety planning and educational services to adult/child victims/witnesses of domestic violence, who reside in our safe housing, including our safe houses and hotels.

### **Duties and Responsibilities:**

- Work with individual domestic crime violence victims and their families.
- Develop plans for their safety and preserve their right to self-determination.
- Provide crisis interventions and counseling to crime victims.
- Understand the diverse nature of dealing with domestic crime violence victims and provide support and advocate for their well-being.
- Maintain service records.
- Complete accurate statistical and narrative reports and submit them in a timely fashion.
- Be focused and committed to advancing the safety for the client(s).
- Advocate for the client by providing access to community resources needed to help them begin to have independence.
- Work with volunteers by developing them to help assist the clients.
- Work with a diverse group of individuals to provide effective services, support and education for their well-being.
- Maintain the utmost confidentiality of client information and services provided.

### **Qualifications**

- Bachelor's Degree preferred or 5 plus years of experience in the human services field.
- Bi-lingual in English and Spanish required.
- Experience in providing services to crime victims in a crisis intervention, criminal justice or human services field.
- Working knowledge of domestic violence and its impact on adults and children victims.
- Crisis intervention and counseling skills.
- Ability to work with a diverse group of clients.

- Experience in Microsoft Office - Excel, Word, Outlook
- Adept in data entry
- Highly organized, focused, curious and committed to advancing the DVCC mission.
- A valid driver's license and transportation.
- Ability to lift up to 30 pounds.

Job Type: Full-time

Pay: \$40,000-\$45,000 per year

Hours: 40 hours

Shift: 3pm-11pm, Monday-Friday

Location: Norwalk Safe House

COVID-19 considerations:

DVCC consistently sanitizes all surfaces, equipment and multiple use items. Mandatory wearing of masks in all facilities. Temperature control for all employees and clients entering the facilities.