**Shelter Advocate (SafePlace Campus)**

**who WE are**

* We’re The SAFE Alliance, a merger of Austin Children’s Shelter and SafePlace.
* We’re a registered, 501(c)3 nonprofit organization, spanning two beautiful campuses on several acres in beautiful Austin, Texas.
* We’re a diverse, passionate group of more than 335 staff with a vision of a just and safe community, free from violence and abuse, and a mission to lead in ending sexual assault and exploitation, child abuse and domestic violence through prevention, intervention, and advocacy for change.
* Our staff were named “Every Day Superheroes” by the Austin Chronicle; we’re a two-time Austin-American Statesman’s “Top Workplace” winner for years 2015 and 2016; and we were named a “Best Nonprofit” in 2017 by the Nonprofit Times.

**who YOU are**

* You’re a strong believer that all people should have lives that are free from violence and abuse.
* You’re someone who cares about positive client and customer relations. You build strong relationships, and you deliver effective client and customer-centric solutions.
* You’ve are impeccable decision maker. Your decisions are timely, and they’ll help the organization move forward.
* You value differences, recognizing that different perspectives and cultural diversity make the world a better place to be.
* Your interpersonal skills are on point. You easily relate openly and comfortably with very diverse groups of people.
* You’re resilient, rebounding from setbacks and adversity with both poise and ease.
* You’re resourceful. You know how to secure and deploy resources both effectively and efficiently.
* You’re trustworthy. You gain confidence and the trust of others through integrity and forthright honesty.

**what WE need YOU to do for us**

We need you to fill the role of Shelter Advocate. This is a FULL TIME, Salaried NON-EXEMPT position. You’ll wow us by masterfully performing the following key duties and responsibilities:

* Provide support and guidance to survivors of child abuse, sexual abuse, domestic violence and/or human trafficking residing in our shelter program.
* Provide a risk assessment and safety planning on an ongoing basis and guide survivors through their personalized safety planning.
* Provide crisis intervention, and de-escalation to survivors residing in our shelter in a trauma informed manner.
* Provide ongoing communal living and community building support through a constant presence in the resident hall you are assigned to and through facilitation of a weekly resident hall meeting.
* Provide short-term case management and information and referral services to internal and external resources to help meet goals related to establishing self-sufficiency goals.
* Knowledge of systems in relation to services around health, basic needs, legal, childcare, housing, financial assistance, educational, employment, transportation and access to governmental benefits.
* Be able to work closely with an interdisciplinary team while being a lead staff to assigned clients.
* Maintain flexibility with a schedule that that allows for meeting the needs of clients; may be required to work one evening out of the week.

**to be successful in this role, WE’LL need YOU to**

* Possess a Bachelor’s Degree in Social Work, or related field required.
* Two years’ experience in human services is required; however, two years of professional experience in human services may be substituted for each year of bachelor’s level education.
* Fluent in Spanish verbal and written preferred.
* Possess excellent communication and listening skills.
* Knowledge of issues and systems related to child abuse, domestic violence and sexual abuse or homelessness preferred
* Must maintain flexibility and show demonstrated ability to take responsibility for a diverse number of projects, including advocacy related paperwork among other types of administrative tasks, and complete them in a timely manner in a fast paced environment.
* Possess an idea of database entry knowledge and basic computer literacy skills.
* Pass all required criminal history background checks (including an FBI fingerprint check), as well as submit to a pre-employment drug screen and TB test.
* Adhere to our Guiding Principles, Mission, Core Competencies and Confidentiality Policy.

**how WE’LL make it worth YOUR while**

* We will pay you a salary of $15.00 to $16.50 an hour.
* We’ll pay for your medical, life and short-term disability insurance.
* We will give you 15 accrued paid time off days in the first year, and 22 days in the second year, capping out at 30 days after year seven.
* We’ll pay you for our six agency holidays and four additional personal holidays to be used at your discretion.
* We’ll contribute 2% to your 403(b) retirement, and we’ll kick in an additional 1% if you agree to match it.
* We understand that you have commitments outside of the workplace, and we’ll do our very best to offer you some flexibility in your work schedule.
* We’ll offer you discounted day care for your kiddos at one of our two onsite day care centers, as enrollment allows.
* We’ll provide you with an amazing work environment where you’ll get to make a difference every day.

**to apply**

* You don’t need to call us, just follow the link below.
* We promise we’ll get in touch with you by phone or email.
* Here’s the link to apply: <http://jobs.safeaustin.org/apply/njzTQPNWDD/Shelter-Advocate?source=TNOYS>