



JOB POSTING

Community Advocate – South Snohomish County

Would you like to be part of a premier non-profit organization in Snohomish County?

Domestic Violence Services of Snohomish County (DVSSC) is a non-profit agency working within the Snohomish County community to create an environment which is safe, responsive and supportive of domestic violence survivors and their children. We foster dignity, respect, hope and self-determination in everything we do. We are an inclusive organization, providing services to all ages, genders, races, religions, cultures, national origins, sexual orientations, and income levels. All services are free and confidential.

GENERAL SUMMARY:

The Community Advocate position provides individual advocacy and community outreach services to clients who are victims of domestic violence (DV) in south Snohomish County. Position also includes provision of on-site DV advocacy services at the Alderwood DSHS Community Service (CSO) office.

ESSENTIAL DUTIES:

Individual Advocacy:

- Assess survivors' immediate needs related to domestic abuse.
- Aid in development of a safety plan for survivors and their children.
- Assist survivors with or refer them to internal and external resources for appropriate legal, housing, financial assistance, counseling, and other services.
- Provide culturally appropriate, empowerment-based advocacy to DV survivors.
- Assist DSHS staff in determining appropriate WorkFirst activities for referred DV clients.
- Communicate with DSHS CSO staff to case manage and record data using CSO systems.
- Collaborate with agency staff to ensure excellent client case management.
- Conduct support group for DV survivors.

Community Outreach:

- Conduct regular outreach to other community agencies, particularly in the healthcare, behavioral health, and supportive social service sectors.

DVS is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, religion, color, national origin, sex, sexual orientation, gender identity, age, status as a protected veteran, among other things, or status as a qualified individual with disability.



- Provide domestic violence education to survivors and their families, professionals, and community groups.

Other:

- Maintain organized files related to clients and agency. Submit timely reports.
- Work with department new hires and volunteers to assist in their training as directed by department manager.
- Communicate with all staff, clients and community members in a manner that reflects respect and equality among all individuals of diverse cultural, ethnic, faith, mental/physical or sexual orientation backgrounds.
- Conduct all work in a manner consistent with Board and Personnel Policies and Agency Procedures.
- Perform additional duties as assigned, which may include some evening or weekend hours.

QUALIFICATIONS AND EXPERIENCE

- Minimum high school diploma or GED, or equivalent educational background with 3-5 years' experience, or BA with 2 years' experience.
- At least one (1) year's experience providing advocacy to individuals in a community resource or social services setting.
- Understanding of domestic violence issues and victim's needs.
- Knowledge of racial justice and how it intersects with domestic violence.
- Ability to provide culturally appropriate services to people from diverse backgrounds.
 - Bi-lingual capability preferred.
- Excellent verbal and written communication skills.
- Public speaking, outreach, and/or networking experience.
- Strong ability to work independently and proactively.
- Demonstrable skills in the areas of communication, organization, and teamwork.
- Understanding of burnout and effective stress management.
 - Crisis intervention experience preferred.
- Ability to maintain strict confidentiality of client and agency information.
- Basic computer skills including Microsoft Office, working knowledge of Internet, e-mail and ability to learn new programs.
- Vehicle with current driver's license, registration, and insurance required.
- No disqualifying criminal history or sex offender convictions (WSP WATCH and DOJ Sex Offender Registry).

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- Commitment to DVS mission, vision, and values.

PHYSICAL DEMANDS

To successfully perform the essential duties of this position, an individual must be able to sit at a desk for four or more hours a day, and use office equipment, including phones and computer keyboards, for four or more hours per day. Individuals must be able to engage clients over the phone and in-person by voice, as well as network with community partners. Regular attendance is an essential function of the job. Reasonable accommodations may be made to assist individuals with disabilities to perform essential job functions.

This is a full time, hourly position reporting to the Legal Advocacy Manager. The typical schedule is Monday through Friday, 8:30am to 5:00pm, and one weeknight evening until 7:30 PM. Other evening or weekend hours may occasionally be required. Weekly schedule will not exceed 40 hrs.

Office locations may also vary, but exist primarily in the greater Lynnwood area. DVS provides a comprehensive salary and benefits package that includes health insurance, long-term disability, and generous paid vacation and sick leave.

To be considered for the position, candidates should go to our website: <https://dvs-snoco.org/who-we-are-employment/>

Review the Mission, Vision, Values statement*, submit a completed DVS Application Form, current resume and cover letter outlining the qualifications and salary expectations to:

Domestic Violence Services of Snohomish County
P.O. Box 7
Everett, WA 98206

Fax 425-258-5976

or email at: admoffice@dvs-snoco.org

Only candidates that meet the posted qualifications will be contacted by our recruiter.

*<http://dvs-snoco.org/wp-content/uploads/2017/08/Vision-Mission-Values.pdf>

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