

Job Opening: Overnight Advocate (Residential Program)

Job Information

Minimum Education/Experience Required: 2 year degree and/or experience working with domestic violence victims and/or counseling and counseling experience

Salary: TBD

Employment Status: Part-time

Hours per Week: 30 (Thursday, Friday & Saturday; 11:00pm – 9:00am)

Anticipated Start Date: ASAP

Job Description: The Overnight Advocate will: provide nonjudgmental and supportive hotline counseling and shelter screenings, intake interviews and discharges; provide culturally informed emotional support and crisis intervention to women and children in shelter; maintain client records, information and agency database in accordance with agency policy; provide information about and referrals to community agencies and resources; complete safety checks of the shelter residence as scheduled; complete all other duties necessary to maintain a safe and cohesive environment for the well-being of families in residence; attend and actively participate in staff meetings and other agency meetings, as assigned, and/or take responsibility for accessing meeting minutes, if attendance is not possible and absence is approved; assist with basic housekeeping in the shelter including cleaning and preparation of bedrooms for families; and other duties as assigned.

Qualified candidates will possess strong communication skills (both written and oral); work cooperatively and supportively as part of a team; exercise sound judgment in responding to problems and crises; experience working with diverse populations and seeks understanding of cultural differences; understands and works from a feminist philosophy of empowerment, and supports SHOC mission ; display commitment to ending violence against women and children and a commitment to social change through active participation in working towards ending racism, classism, sexism, ageism, homophobia, ableism, and all forms of oppression; demonstrate willingness to gain understanding of issues of oppression, battering and sexual assault; be able to model and uphold appropriate boundaries in work with clients, co-workers, supervisor, and community; and possess a valid and insurable driver's license, as well as reliable transportation.

Company Information

Safe Homes of Orange County (SHOC) is a 501(c)3 organization whose mission is to work toward the elimination of all forms of domestic violence through education, outreach and provision of services to individuals and families affected by domestic violence.

SHOC is client-centered. We educate and empower people to make informed choices. We serve with compassion and dignity. Our belief is *“Every home should be a Safe Home.”*

You may submit a cover letter and resume to the following:

Email: sgreen@safehomesorangecounty.org

Fax: (845) 562-0140

Attention: Sarita Green

Mail: Safe Homes of Orange County

P.O. Box 649

Newburgh, NY 12550