First Step: A Response to Domestic Violence, Inc.

Harrisonburg, VA

**Child and Youth Advocate:**

First Step is seeking a highly motivated individual to promote the safety, health and well-being of children and youth who have witnessed and/or experienced domestic violence and to provide them and their parent/guardian crisis intervention, case management, and advocacy services. This position reports to the Director of Client Services.

**About our organization:**

First Step: A Response to Domestic Violence, Inc. is a 501(c)3 non-profit organization that has served the City of Harrisonburg and County of Rockingham for over 40 years. We provide crisis, advocacy, rapid rehousing, and shelter services to survivors of intimate partner and relationship violence and their children. First Step welcomes and respects all survivors, regardless of race, ethnicity, color, age, gender, disability, national origin, religion, language(s) spoken, language proficiency, citizenship status, socioeconomic status, sexual orientation, or gender identity or expression. We are committed to providing free and confidential services to survivors of intimate partner or relationship violence who have experienced economic, physical, sexual, psychological, emotional, and/or verbal abuse.

**Our mission:**

· Empowering survivors to break the cycle of violence and abuse in their lives.

**Our vision:**

· The vision of First Step: A Response to Domestic Violence is a community free of abuse.

**Responsibilities:**

First Step’s Child and Youth Advocate will assist in assessing the needs of the children and youth and provide them and their parent/guardian with crisis intervention, case management and advocacy services. Key areas of responsibilities include, but are not limited to:

*Advocacy*

* Complete assessments with children and youth being served by the agency
* Makes referrals to resources in the community appropriate to the needs of children and their parents
* Assists with school registrations and transportation for children and youth being sheltered by First Step
* Assist survivors in accessing daycare and after school care for their child/youth
* Meets regularly with child/youth and their parents to ensure their needs are being met.
* Networks with community agencies, schools, other non-profits, faith communities and youth organizations to coordinate public awareness and prevention activities for children and youth in the community, as well as those who teach, support and provide services to them.

*Childcare and activities:*

* Provide childcare for children and youth when parent/guardian is meeting with another First Step staff member
* Plans and coordinates regular individual or group activities for children and youth being served by the agency.
* Assists with recruiting, training and supervising volunteers to assist with child/youth activities.

*Crisis Services*

* Answer hotline
* Provide safety planning services, intake, information and referral, accompaniment, and advocacy services to survivors of intimate partner violence and their children
* On-call services
* Complete case notes, forms and data entry
* Attend regular staff meetings and training opportunities
* Complete all other assigned activities

**Hours:**

* Full-time salaried position
* Evening hours and some weekend hours required

**Salary and Benefits:**

* $35,000
* Health Insurance after 30 days of employment, 50% of employee premium paid
* SIMPLE IRA Plan with up to 3% match
* Optima Employee Assistance Program

**Reports to:**

· Director of Client Services

**Qualifications:**

* Bachelor’s Degree preferred.
* 3 to 5 years of related experience
* Knowledge, skills and ability to work with survivors of intimate partner of violence and individuals experiencing homelessness
* Understanding of child trauma and child development
* Computer literacy and proficiency in Microsoft Office and/or similar business software suites

**Skills:**

* Excellent written, verbal, and interpersonal skills
* Motivational interviewing skills
* Bilingual/multilingual fluency preferred (e.g., ability to read, write, and speak)
* Time management and flexibility with job duties
* Organized and a self-starter
* Works well in a team setting, as well as independently

**Apply by:**

* Please apply by August 4, 2022

First Step: A Response to Domestic Violence, Inc. is an Equal Opportunity Employer.

We welcome applications for candidates from diverse backgrounds. Although it is not a requirement for this role, candidates who are bilingual/multilingual are encouraged to apply.

**To Apply:**

* Please submit a cover letter, resume, and three professional references in one document to mirandahulse@firststepva.com

(please no phone calls)