

Community Based Advocate



Qualifications/Requirements:

Hours: Salaried 40+ hours per week; Hours will vary to overlap early mornings, late evenings, and weekends depending on client needs; On-call rotation required

Travel Requirements: Heavy - gas reimbursement is available

Driving Requirements: Must have access to reliable transportation during work hours

Education: Master's in psychology, social work or other related human services field REQUIRED

Experience: Must have case management and victim advocacy experience; 2-3 years of experience in the social service field required; Understanding and experience working with sexual trauma victims and/or sex trafficking victims required; Advanced understanding of trauma-informed, strength's based care required. Demonstrated history of working with culturally diverse populations.

Job Summary: Our Community Based Outreach Program focuses on serving survivors of sex trafficking in their own communities and homes, in order to address the mental health symptoms and maladaptive behaviors that precede and proceed a victim's involvement in sex trafficking, including but not limited to symptoms of trauma, substance use/abuse, and educational deficits. The Community Advocate will provide direct services to survivors of sex trafficking and exploitation ages 12-18. This position will be responsible for case management, advocacy, and direct client care and support. The Community Advocate seeks to maintain high quality restoration programs and provides administrative support to clinical team.

Responsibilities/ Job Duties:

- Community Advocate provides trauma-informed, survivor-centered clinical support to 14-18 year-old youth enrolled in the Community Based Program
 - Maintains a case load of 10-15 clients
 - Screen referrals and conduct intake/admissions for new placements along with completing the intake assessment within 7 days of placement
 - Completes Assessments and assists with creating safety and treatment plans
 - Coordinates with the referring agencies, community contacts, family, legal system, and other professionals involved in the client's treatment. Meets monthly to discuss progress in the program
 - Maintains timely and quality documentation of progress notes, admission paperwork, and monthly reports in compliance with agency contracts
 - Accompanies youth to court appointments and other important appointments
 - Participates in weekly supervision with Supervisor
 - Maintain client files according to policy requirements
 - Facilitates referrals to other levels of care by coordinating with the client, family members, and all other professionals involved in the client's care team Extended Hands of Hope
 - Consults with the community based staff weekly and helps direct the delivery of trauma-informed interventions with individual clients and their family members
 - Provides crisis management on an as needed basis
 - Complete any other responsibilities or duties assigned by Supervisor to support individualized treatment planning and case-management needs within the program
 - Must be a reliable self-starter who is flexible and able to manage time effectively
 - Attends weekly EHH staff meetings and other partner and community meetings when requested
 - Teaches and models life skills such as health and nutrition, computer and financial literacy, and basic housekeeping and upkeep
 - Must be comfortable working in a faith-based environment, while working with all backgrounds and beliefs
- Send resume and cover letter to kristen@extendedhandsofhope.org