

# Residential Advocate

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REACH Beyond Domestic Violence is a non-profit organization providing safety and support to survivors of abuse while engaging communities to promote healthy relationships and prevent domestic violence. Our programs include 24-hour hotline services, emergency shelter, support groups, legal advocacy, specialized children's services, community-based survivor advocacy programs and community education and training. Each year, REACH works with over 6,000 people in our 27 community service area and beyond.

## Residential Advocate General Description

Residential Advocates work in our 8 family emergency shelter with survivors of domestic violence and their children. In addition to advocacy services, they also support the shelter milieu and are responsible for crisis intervention and conflict management. Residential Advocates report to the Residential Program Director.

### **Responsibilities:**

#### Direct Service/Advocacy

- Complete intakes and assessments
- Serve as advocate for survivors and their families to address needs including but not limited to housing, benefits, medical, childcare, legal, education and employment
- Provide safety planning and information about domestic violence resources to shelter guests
- Attend appointments with survivors as appropriate
- Facilitate house meetings and support groups
- Responsible for milieu management and crisis intervention
- Answer hotline calls
- Develop and maintain liaisons with housing agencies and other community resources
- Engage in shelter practices and policies consistent with REACH's model (for information about our approach to supporting survivors in shelter, please see ["How the Earth Didn't Fly into the Sun"](#) a publication of the Missouri Coalition Against Domestic and Sexual Violence.)

#### Administrative

- Maintain survivors' paperwork including housing applications and other needed documentation
- Attend trainings that are relevant to direct service advocacy and will enhance the residential program
- Provide trainings internally and externally
- Complete program reports and follow data collection procedures
- Support and train part-time staff, volunteers and interns

#### Other Responsibilities

- Participate in clinical supervision
- Provide regular backup/on-call support
- Attend events and support programming throughout the agency
- All other duties as assigned by the Director of Residential Programs

#### Work Schedule

- This is a salaried non-exempt position on a fluctuating workweek.
- 40 hours per week, Monday through Friday daytime hours.

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- Daytime flexibility to accommodate resident's appointments and shelter coverage is required. Flexibility for occasional evening, weekend, and holiday coverage, as needed.

## Qualifications:

- Bachelor's degree or equivalent human services experience
- A car for transporting survivors
- Bilingual candidates preferred

The salary for this position ranges from mid \$30s to low \$40s depending upon skills and experience.

Please send a cover letter and resume to Paula Walsh, Residential Program Director, at [Jobs@reachma.org](mailto:Jobs@reachma.org).

REACH is committed to advancing the safety, healing, and empowerment of those who experience domestic or relationship violence, through direct services and education while promoting social justice for individuals and families of all backgrounds. Our employment policies reflect our mission.