

Position Title: Latinx Advocate
Reports to: Latinx Services Director
Hours: 20 per week. Part-Time, Non-Exempt.
Location: San Luis Obispo County
Salary: \$17-19
Apply by: Position is open until filled.

Please submit a resume and a cover letter electronically to HR@StandStrongNow.org.
NOTE: Please put "Latinx Advocate" in the email subject line. No calls. Submissions will be reviewed on an ongoing basis until the position is filled. Visit www.StandStrongNow.org to learn more about us.

Purpose and & Summary

Under the direction of the Latinx Services Director, the Latinx Advocate assists clients in providing a wide range of holistic, culturally-competent support services and advocacy. The Latinx Advocate will assist clients from the Latinx community assessing survivor services for victims/survivors of domestic violence, intimate partner violence, stalking, sexual assault, elder abuse, human trafficking and child abuse. May assist clients in identifying and obtaining available benefits and social and community services. May assist social workers with developing, organizing, and conducting programs to prevent and resolve problems relevant to substance abuse, human relationships, rehabilitation, or dependent care.

Responsibilities and Duties

- Provide support and advocacy for clients; establish rapport and maintain a working relationship.
- Build a network of opportunities and removes barriers such as limited resources, traditional gender roles, lack of anonymity or support.
- Develop safety plans with clients, including housing, job skills development, financial literacy and other appropriate services.
- Interview clients to gather information about their backgrounds, needs and progress.
- Transport clients to appointments.
- Strong work ethic and commitment to the organization's mission and vision.
- Maintain regular contact and follow-up with clients.
- Provide immediate crisis counseling during office hours, in person, or over the telephone.
- Provide information to refer or assist clients to public or private agencies or community services for assistance.
- Keep records, prepare reports and memorandums concerning clients and consults with department concerning clients and program options.
- Be able to provide client transportation and accompany clients to court or other agency appointments where needed.
- Provide Spanish/English interpretation/translation when needed.
- Collaborate with agency programs such as Safe House, Counseling and Transitional Housing Program to link clients to resources and services.
- Outreach to prospective clients may include tabling events, collaborative meetings and/or workshops.

Formerly the Women's Shelter Program of San Luis Obispo County

Education and Experience

- Must be fully bilingual, with written and oral fluency in English and Spanish.
- Strong knowledge of the Latinx community.
- Knowledge of Trauma informed policies and procedures.
- A minimum of one year of experience providing direct services and/or advocacy to survivors of domestic violence/intimate partner violence or sexual assault, people who are economically disadvantaged or physically/mentally disabled, substance abuse/dual diagnosed individuals, the elderly, at-risk youth, or other vulnerable populations is preferred.
- Ability to work with clients of all ages and backgrounds who have experienced trauma.
- Experience with Microsoft Office Suite (Word, Excel, PowerPoint, etc.) and computer skills.
- Ability to learn new technologies and software.

Key Characteristics:

- Utmost respect for and accordance with confidentiality, compassionate, empathetic, non-judgmental.
- Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.
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- Actively looking for ways to help people.
- Being aware of others' reactions and understanding why they react as they do.
- Talking to others to convey information effectively.
- Communicating effectively in writing as appropriate for the needs of the audience.

Other Requirements

- Must satisfactorily pass a background check (paid for by employer).
- Completion of Stand Strong's 40-hour DV training program, to be initiated as soon as possible upon employment.
- California Driver's License
- Automobile, Auto registration, Auto insurance

Please Note:

- Stand Strong is an equal opportunity employer (EOE) and does not unlawfully discriminate on the basis of race, creed, national origin, disability, sex, marital status, age, sexual orientation, gender identity, or any other protected status covered by Federal and State laws.
- This job description is designed to cover the basic requirements of the position, can be revised at any time, and does not change the "at will" status of employment at Stand Strong.

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