

Position Posting: Child Protective Services Domestic Violence (CPS/DV) Advocate

Posting Date: November 20, 2018

Position: Child Protective Services Domestic Violence (CPS/DV) Advocate Newburgh

Classification: Non-exempt

Reports to: Collaborative Programs Director

Schedule: Primarily business hours, with flexibility required for holidays, evenings and weekends

Safe Homes of Orange County is a not-for-profit 501(c) (3) located in Orange County, NY, which has grown from a grassroots, small group of committed individuals in 1986 to an organization, leader, and resource in the field of intimate partner violence and human trafficking advocacy and services provision. Our many programs include a Family Justice Center, emergency shelter, legal program, anti-trafficking program, individual and group support, advocacy, therapeutic counseling, Risk Reduction Response Programs, systems-based advocacy and collaboration, community education and outreach, and Sullivan County non-residential programming.

Duties & Responsibilities:

Safe Homes of Orange County seeks a CPS/DV Advocate who will be co-located at the Orange County Department of Social Services and be responsible for working collaboratively with caseworkers with the Child Protection Units to ensure the provision of services to victims of domestic violence. Responsibilities of the position include but are not limited to:

- Foster and develop strong working relationship with all CPS staff, case workers and supervisors.
- Provide domestic violence information and in-service training to CPS staff.
- Coordination of independent and joint home visits with CPS caseworkers is required.
- Provide comprehensive services to adult DV victims identified through the CPS system.
- Provide nonjudgmental and supportive telephone and in-person counseling, shelter screenings and intake interviews.
- Provide culturally informed emotional support and crisis intervention to all victims of domestic violence.
- Provide information and referrals to community agencies and resources.
- Provide direct services and agency referrals as needed
- Coordinate services with civil legal and Family Court partners
- Maintain client records, information and agency database in accordance with agency policy.
- Conduct and maintain on-going and regular follow up contact to ensure the clients are receiving support and services.
- Prepare monthly and quarterly reports as required.
- Facilitate support groups, as assigned.
- Other duties and responsibilities as assigned

Qualifications

- Bachelor's Degree and experience working with domestic violence.
- Spanish language skills preferred.
- A valid, insurable driver's license and transportation required.
- Ability to work in a fast paced, crisis oriented environment: assess priorities, take initiative, handle multiple assignments and meet deadlines.
- Work cooperatively and supportively as part of a team.
- Possess strong communication skills (both oral and written).
- Ability to maintain effective working relationships with others communicate as needed and exhibit patience and understanding toward client population being served.
- Experience working with diverse populations and seeks understanding of cultural differences.
- Understand and work from a feminist philosophy of empowerment, and supports SHOC mission.



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Business 845.562.5365 • Fax 845.562.2216

24-hour Hotlines: Orange County **845.562.5340**
Sullivan County **845.292.5700**

- 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.
- Model and uphold appropriate boundaries and confidentiality in work with clients, co-workers, supervisor, and community.
- Successful completion of a background check, including the Statewide Central Registry (SCR), Staff Exclusion List (SEL) and criminal history information
- Ability to lift up to 50 pounds, navigate stairs, and periods of sitting, standing and walking required.
- Experience with Microsoft Word and Excel is preferred.

No telephone calls please. Cover letter and resume required. Via email or fax only to:

Attention: Pam O'Dea

Email: podea@safehomesorangecounty.org

Fax: 845-562-2216

Due to high volume of responses it may not be possible to respond to all inquiries. Selected candidates will be notified for an interview.

Safe Homes of Orange County is a not-for-profit, equal opportunity employer committed to a diverse, culturally sensitive work environment and prohibits discrimination due to race, color, age, religion, sex, sexual orientation, gender and identity, disability, and national origin in employment and delivery of services. All are encouraged to apply.