



- Domestic Violence and Sexual Assault Services
- Strategies to End Gender-Based Violence
- Crime Victims Services

Posting Date: November 21, 2018
Position Title: Bilingual Safe Harbour Advocate
Classification: Non-exempt Status
Reports to: Program Manager, Human Trafficking Services
Start Date: ASAP

This is a full time, 35-hour per week position to coordinate and provide direct services to survivors and secondary survivors of human trafficking, sexual assault, and domestic violence. This position reports directly to the Program Manager of Human Trafficking Services. This position requires the ability to work flexible hours, including some evenings, weekends, and early morning hours as needed. This position will be based out of multiple office locations and work sites throughout Rockland County. Center for Safety & Change is a not for profit, equal opportunity employer committed to a diverse, multi-cultural work environment. All are encouraged to apply.

Specific duties include, but are not limited to:

- Provide direct services to child victims of all forms of human trafficking.
- Assist in administering the Safe Harbour Grant, which includes the following:
 - Participate in Safe Harbour interagency team meetings and assist in implementation of goals and objectives.
 - Implement the coordinated community response to human trafficking in Rockland County; conduct outreach, including via social media.
 - Establish relationships and work collaboratively with community agencies.
 - Schedule and provide educational presentations to the public and trainings for agencies, the faith-based community, law enforcement, health providers, etc.
 - Maintain operational policies and protocols
 - Identify referral sources and develop referral protocols
 - Develop and distribute awareness and educational materials
 - Collect all required data and complete reports
- Participate in STOP FEAR Anti-Trafficking Task Force meetings.
- Represent agency and program at required meetings.
- Respond to hotline calls and assist in follow-up of hotline calls.
- Provide crisis intervention, phone and in person counseling; co-facilitate support groups
- Provide legal advocacy and accompaniment to courts, hospitals, police, district Attorney's Office and other community agencies.
- Provide information/referrals as needed, including assisting with emergency shelter placement.
- Provide information about and assist clients in completing Office of Victims Services (OVS) applications
- Document and prepare all necessary statistical data and narrative reports monthly and quarterly as needed.

Position Requirements:

- Master's degree in human service field (counseling, social work, mental health counseling, marriage and family therapy, psychology) preferred but not required; Bachelor's degree plus 1-2 years providing human trafficking/trauma/support services required.
- Must speak, read and write Spanish fluently.
- Experience working with criminal justice system/working with victims of crime in a multidisciplinary setting or related field preferred.
- Strong organizational and communication skills (both oral and written).
- Ability to work in a fast paced, crisis oriented environment: assess priorities, take initiative, handle multiple assignments and meet deadlines.
- Ability to work collaboratively in a multi-disciplinary environment.
- Flexible hours including some early mornings, evenings, and weekends.
- On-call status for response to staff/clients during non-business hours
- Valid driver's license and reliable, insured transportation a must.

Salary: High 30's**Benefits Include:**

Employer contribution towards employee Health Insurance, 25 Paid Time Off Days (PTO) and 11 Holidays.

Center for Safety & Change 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 and disability. All are encouraged to apply.

NO PHONE CALLS PLEASE. Applicants may **email, mail, or fax** resume with cover letter stating why you are interested in this position with salary requirements to:

Subject line must read: Safe Harbour Advocate

Email: humanresources@centersc.org

Mail: Center for Safety & Change, 9 Johnsons Lane New City, NY 10956

Fax: (845) 634-3396