Job Description
Youth Advocate

Position Classification: Hourly, non-exempt
Reports to: Director of Advocacy - South
Pay Range: $20 - $24/ hour

The Youth Advocate is charged with providing advocacy services for youth who have been affected by domestic violence and child sexual abuse, and coordinates the delivery of support groups for youth and other direct services.

Direct Service
a. Provide direct service coverage as needed.
b. Provide advocacy services to children who have experienced violence in their homes and/or child sexual abuse and their non-offending parent or guardian.
c. Participate in additional direct service activities (support groups, trainings, special events, etc.) and support children living at the shelter.
d. Make connections within area schools to provide direct service when needed

Support Group and Educational Program Coordination
a. Organize and facilitate support groups in schools and other appropriate community locations that are tailored to the emotional and developmental levels of children of different ages.
b. In conjunction with the Prevention Educator, provide prevention education specifically in K-3 classrooms using Prevent Child Abuse Vermont Curriculum “Boss of Your Body” & “We Care Elementary”
c. Develop and complete an intake process to use with children in groups.
d. Organize and facilitate therapeutic playgroups for children who are at risk or have been affected domestic violence and/or child sexual abuse through the Healing Together & BRANCH grants/programs.
e. Develop and Administer post-presentation and post-support group evaluations.

Program Development
a. Research professional development opportunities.
b. Develop collaborative relationships with other community agencies/programs.
c. Research and implement program activities to improve services to children who have been affected by domestic violence and/or child sexual abuse.
d. Have awareness and management responsibilities of key grant requirements, specifically the OVW Rural Grant & Healing Together.
Outreach
a. Participate in the planning and implementation of awareness activities for both domestic and sexual violence.
b. Develop informational literature and publicity materials (brochures, flyers, etc.)
c. Participate in monthly Youth Advocacy Task Force meetings, Rural Kids meetings, Healing Together Grant meetings, Child Protection Team meetings, DCF Workgroups and other Collaborative Meetings when feasible/appropriate.
d. Work with CAC (Child Advocacy Center) to build advocacy and support for youth in forensic interviews.

General
a. Perform any appropriate activities as requested by the Associate Director.
b. Maintain statistics regarding groups and outreach.
c. Participate in program and staff meetings.
d. Attend meetings with grant partners and state networks as requested or required by funders.
e. Enter data as needed.

Evaluation
a. Help to develop evaluation systems for prevention based programming.
b. Conduct evaluations of activity/event to ascertain the impact.
c. Contribute to the preparation of all required grant reports and evaluation data.

Other
a. Attend program/staff meetings and meetings with grant partners and state network as requested or required by funders.
b. Satisfactorily complete required trainings and ongoing professional development opportunities including 20 hours of training to obtain Crisis Worker Privilege.
c. Assist with a variety of administrative projects, research new services, coordinate records and documentation requested.

QUALIFICATIONS:
1. A high degree of demonstrated ability in the following areas is required:
   a. Passion for working with youth and creating social change
   b. Group facilitation & workshop presentation
   c. Oral and written communication
   d. Data collection and analysis
   e. Organization and ability to prioritize projects
   f. Trauma informed approaches to working with survivors
g. Understanding of sexual violence as one form of oppression and awareness of connections between sexism, racism, classism, homophobia, heterosexism and ableism to violence.

h. Experience interacting with people from a variety of backgrounds and cultures.

2. Education/Experience
   a. Minimum of Bachelor’s Degree in human services, psychology, sociology, education or equivalent life/work experience.

COMPENSATION:

Commensurate with experience

HIRING PROCESS:

Interested applicants should send a cover letter and resume to Lisa Avery at Lisa@Umbrellanek.org. No phone calls please.

ABOUT UMBRELLA

Umbrella has been elevating the voices of women, families, and survivors of interpersonal violence in the Northeast Kingdom of Vermont since 1976. Our programs seek to enhance the lives of everyone in our community by promoting safety, respect, and education throughout the lifespan. From improving access to quality early child care and education to providing advocacy, emergency shelter, crisis services, and community education to those affected by domestic and sexual violence and stalking, Umbrella works to empower NEK residents to live safe and self-directed lives. Our mission is to cultivate a Northeast Kingdom where all people thrive free from abuse and oppression.

Umbrella provides equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics.