



Position: Mobile Housing Advocate

Reports to: Executive Director

Compensation: \$18/hr

Hours: FT - 35hrs/week

Organization

MiA - Mujeres in Action is the only organization in the Spokane region providing culturally responsive intervention services primarily to Latinx survivors of domestic violence and sexual assault (DV/SA), and conducting prevention efforts in Spanish. Since fall of 2018, MiA has been helping Latinx families find safety, stability and independence as well as forming key partnerships with other agencies to expand services to the Latinx community. To learn more about MiA, please visit www.miaspokane.org.

Program Overview

The Puerto Seguro Program provides financial/rental assistance in partnership with the YWCA housing program, and advocacy primarily to Latinx families or adults impacted by domestic violence as they transition and/or maintain independent housing in the community. The Mobile Housing Advocate assesses the family's needs, provides housing advocacy, safety planning and regularly conducts support groups for survivors. The advocate also assists in managing a budget and completes reports for the grant that supports this program.

Key Responsibilities *denotes Essential Duties

1. Provide culturally responsive mobile advocacy to program participants that identify a housing need. This includes systems advocacy, DV/SA education, safety planning, crisis intervention, resource referral and goal setting.
2. *Meet with program participants wherever it is safe and convenient for them such as parks, coffee shops, etc. Also, accompany participants to appointments related to housing, legal assistance, court, and other service providers and/or agencies as needed.
3. Advocacy with participants will be empowering and apply the diversion first model. This ensures that participants are able to utilize all of the safe resource options available to them before financial interventions are offered. All financial interventions will be offered using progressive engagement.
4. * Request, receive and process applications for prevention/rehousing in an efficient and timely manner, ensuring that the participant is eligible for the service requested and communicating a clear timeline for the process.
5. Provide on-going housing advocacy for any participant needing assistance with the Puerto Seguro Program. Triage and assess the frequency and urgency of participant's need for on-going advocacy and safety planning.
6. * Maintains client files and tracks records in accordance with MiA and YWCA policies and standards.
7. * Manages with the Executive Director the budget and reporting required for the program.

8. * Coordinate with other agencies in planning and linking participants to referral services (for example: legal, medical, social services, financial, etc.).
9. * Advocate with managers and owners for tenancy and negotiate move-in costs.
10. * Facilitate support groups
11. Maintain 20 hours of on-going training in DV and 12 hours of on-going training in SA issues annually.
12. Participate in all-staff training sessions and attend staff meetings.
13. Perform other duties as assigned

Position Qualifications

REQUIRED

1. To perform this job successfully, an individual must be able to perform each essential duty satisfactorily with minimal supervision
2. Demonstrated oral and written bi-lingual (English/Spanish) skills
3. Must be able to work independently and as part of a team, maintaining professional attitude and respectful demeanor with participants, co-workers, community partners, and supervisors at all times
4. Maintains the confidentiality of all participants/co-worker/organizational business
5. Support of MiA - Mujeres in Action's goals, values, mission and vision
6. Holds a valid WA Driver's License and has dependable transportation
7. Is proficient with PCs and Microsoft Office applications
8. Has completed a criminal and child abuse background check.

PREFERRED

1. Knowledge of diverse community resources (i.e. housing, food, health care, etc.)
2. A demonstrated understanding and interest in issues surrounding domestic and sexual violence and other topics relating to survivor and their children from diverse Latinx backgrounds
3. Knowledge of or experience working with people from diverse groups
4. Experience working with domestic and/or sexual assault survivors
9. Manages difficult or emotional survivor situations
10. Maintains professional boundaries when working with families and children so as to remain as open and objective as possible
11. A respect and sensitivity for cultural differences, and a desire to promote a harassment-free environment
12. Ability to engage in constructive self-care activities to manage secondary trauma

Education/Experience:

1. Bachelor's degree in a social science or related field preferred, OR equivalent combination of education and experience
2. Domestic violence and/or advocacy experience strongly desired.
3. Must complete at least 20 hours of initial DV training and 30 hours of initial SA training

Survivors of domestic and/or sexual violence and women of color are encouraged to apply. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties.

Position Opportunities

- Make an impact in the lives of survivors in your community
- Work within a passionate, diverse team of MiA staff and volunteers

- Gain deeper knowledge and understanding about domestic and sexual violence
- Receive 50+ hours of DV and SA training
- Make valuable connections with other agencies and community leaders

Hours, Pay, Benefits

- 7 hour shifts (35 hours per week.) This position has schedule flexibility.
- Starting at \$18/hour
- Paid holidays
- Paid time off
- Health benefits

How to Apply

Please submit your resume, cover letter and 2 professional references to hsanchez@miaspokane.org. No phone calls please.

We are an equal employment opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, gender identity, sexual orientation, national origin, disability status, protected veteran status or any other characteristic protected by law.