



We're hiring for a HAVEN Advocate!

Catalyst Domestic Violence Services is seeking a compassionate and motivated candidate to fill an Overnight Advocate position at our confidential housing facility. This position is responsible for helping to create a welcoming and safe environment for individuals and families who come to stay in Catalyst's Housing Program.

Catalyst uses trauma-informed approaches and empowerment models to support people being victimized by intimate partner violence. We are looking for candidates who have skills/knowledge of these practices and who value the diversity of the human experience.

This position will be 24 hours per week with an hourly rate of \$17 and a \$1/hour bilingual incentive. This position will typically work overnight hours Friday-Sunday 6pm-3am at Catalyst's housing program and be responsible for the hotline from home 3am-8am.

If interested in joining our team, provide a cover letter and resume one of the following ways:

If by mail: Catalyst, Attn: Ann Winters, PO Box 4184, Chico CA, 95927

If by email: hiring@catalystdvservices.org with the subject line "Overnight Advocate"

We will offer a variety of options to allow for interviewing safely in light of COVID limitations.

This job is on-site in our emergency shelter so ability to adhere to and maintain hygiene and safety protocols is a must.

Review of applications will begin Wednesday July 21st, 2021. This position will be open until filled.

Equal Opportunity Employer

It is the policy of Catalyst Domestic Violence Services to afford equal employment opportunity to all individuals, regardless of race, creed, color, religion, gender, national origin, ancestry, age, marital status, veteran status, disability, medical condition (as defined by California Government Code section 12929), gender identity or sexual orientation.



Position: HAVEN Advocate, Overnight

Responsible to: Housing Director

Job Summary: Responsible for direct services and maintaining the safety and security of the HAVEN and housing program facility Friday-Sunday overnights 6pm-3am. This is an overnight awake position. Responsible for the hotline from home 3am-8am.

Responsibilities:

- Demonstrate commitment to the agency's mission and values;
- Participate in the development and implementation of the agency strategic plan;
- Direct services, including but not limited to: crisis intervention (phone/in-house), resource and referral, emergency transportation, shelter assessment and welcoming process;
- Provide crisis line coverage;
- Monitor overall safety, security and cleanliness of HAVEN including but not limited to:
 - Conduct regular perimeter checks of housing program property (indoor and outdoor) and report any irregularities;
 - Ensure participants are welcomed and settled in safely;
 - Individual room checks and locker checks;
 - Complete house laundry including towels and bedding as needed;
- Assist with the facility clean up, including staff areas, participant common areas, sleeping areas, and bathrooms;
- Maintain clean and organized storage areas in HAVEN including linen storage, donation storage, file storage and play storage;
- Respond appropriately in emergency situations, including calls to fire and police when needed;
- Provide for overall needs of participants at HAVEN including but not limited to:
 - Comfortable integration for new participants of the shelter
 - Crisis intervention and support
 - Safety and exit planning
 - Conflict resolution
- Document significant events related to facility, residents or hotline callers per agency policy;
- Maintain and update participant files and document statistics for services provided as per current policy;
- Participate in regularly scheduled staff meetings;
- Participate in regularly scheduled program staff meetings;
- Staff hotline minimum of 6 hours per quarter on-call;
- Other duties as assigned.



Qualifications:

- Related lived or work experience or Bachelor's degree in Social Work, or human service discipline;
- Excellent communication and organizational skills
- Demonstrated ability to multi-task, work independently, and as part of a team;
- Completion of mandated 40-hour training (post employment);
- Ability to pass DOJ background check
- Willingness and ability to maintain safe vehicle and driving status to use for transport of clients and self for job duties.

Compensation:

- This is a 24 hours per week position;
- \$17.00 per hour;
- Bilingual incentive \$1.00 per hour.