



## JOB DESCRIPTION

### Shelter Youth Advocate

Bradley Angle is a dynamic social service organization offering safe shelter and supportive services to survivors of domestic violence and their children since 1975. We offer an array of holistic programs and services focused on economic empowerment, housing assistance, LGBTQ+ programming, Healing Roots (a culturally-specific program for African American survivors), and Emergency Based Shelter Services. We are accepting applications for the Youth Activities Facilitator position. The ideal candidate will have experience working with youth who have experienced trauma and/or domestic violence. We need someone who is reliable, hardworking, and able to thrive in environments where there is change happening often. This position will need to be working on site at our 2 shelters and requires being able and willing to transport participants to and from appointments. Therefore, driving and a valid driver's license is required. The ideal candidate will be flexible, a self-starter and comfortable with fast paced, dynamic working days.

Bradley Angle strives to have our staff reflect the diversity of our community, and we are committed to eliminating barriers to employment that many members of our community face. Bradley Angle does not discriminate against any employee or applicant on the basis of race, color, religion, gender, gender expression, national origin, disability, political belief, marital status, age, sexual orientation, class, housing status, veteran status, physical size, or other legally protected status. We strongly encourage people of color and people with lived experiences of domestic violence to apply.

\*\*In order to work at Bradley Angle, the candidate must (a) be fully vaccinated OR (b) have received medical or religious exemptions if unvaccinated. Documentation is required from Multnomah County and will be requested.

<b>STATUS:</b>	1.0 FTE
<b>SALARY:</b>	\$22.17 per hour, health, dental, retirement, generous paid time off
<b>SUPERVISOR:</b>	Emergency Services Manager
<b>OBJECTIVE:</b>	To provide consistent, comprehensive support and care to promote the healing and growth of youth in Bradley Angle Shelter programs.
<b>LOCATION:</b>	Onsite shelter sites and Bradley Angle Resource Center. Meetings and participant appointments in the community as needed. *this position is hybrid and requires being on site.
<b>HOURS:</b>	12:00pm-8:00pm, Wednesday-Sunday

## **DUTIES/RESPONSIBILITIES:**

1. Work with participants, co-workers, supervisor, community partners, and all other relevant stakeholders in a manner that is consistent with, and promotes, the Bradley Angle Ethical Commitments and the Bradley Angle Organizational Values.
2. Maintain good communication with all Bradley Angle Advocates and staff to ensure seamless service delivery for all participants and their children.
3. Report any critical incidents or challenging situations and behaviors immediately to the Emergency Services Manager.
4. Provide youth advocacy and support around topics such as safe touches, healthy boundaries, transitioning, and identifying emotions in one-on-one and in group sessions.
5. Plan and implement weekly psycho-educational and play groups for youth at both our shelters.
6. Provide structured activities and advocacy for youth in transitional services.
7. Maintain a clean and safe environment for youth to engage in play or activities.
8. Set-up and clean-up for groups and activities, including preparing group snacks.
9. Provide respite care to parents during Shelter stay.
10. Actively coordinate service delivery with other Advocates and staff members.
11. Adhere to agency personnel policies.
12. Attend meetings and professional development opportunities as requested.
13. Work independently and work in a team setting, depending on the needs of Shelter
14. Create new activities and curriculums to engage youth.
15. An essential duty of this role is driving participants to and from appointments, field trips, and outings using our company vehicle. A driver's license is required.
16. Other job duties as assigned by the Shelter Management team.

## **QUALIFICATIONS:**

1. At least 2 years of experience working with or caring for children between the ages of birth-17 years old.
2. A basic understanding of childhood development and how trauma may impact children.
3. Ability to pass a criminal background check.
4. Availability on evenings and weekends.

## **All employees are expected to demonstrate:**

1. Ability to relate to individuals from diverse backgrounds.
2. Reading and writing skills which include the ability to access and utilize a variety of resource materials in a timely manner and an ability to maintain accurate records.
3. Respectful listening and verbal communication skills.
4. Commitment to working with survivors of domestic and/or sexual violence and knowledge

- of violence and its effects on society.
5. Commitment to social change—including working to end domestic and sexual violence and all forms of oppression: racism, homophobia, sexism, classism, etc.
  6. Understanding the linkages between domestic and sexual violence and other forms of oppression.
  7. Ability and willingness to work as part of a team and independently, depending on the need.
  8. Working knowledge of computers.
  9. Demonstrate flexibility by having the availability to adjust planned workdays to respond to more urgent matters that come up. Keeping a flexible attitude that prioritizes the needs of Shelter.
  10. Being comfortable with fast paced, dynamic working days.
  11. A self-starter who takes initiative, can work without supervision and begin projects and complete tasks independently. Remains self-motivated and compelled to take action in the workplace without requiring additional prompting from supervisors.

### **Application Process**

Please review the qualifications we are looking for and take the time to look at our website to become familiar with our mission and programs. We want to read resumes from qualified and interested candidates who take the time to respond to the specific dimensions outlined in this job announcement.

Please send your (a) resume, (b) cover letter, and (c) [Bradley Angle application](#) to [jobs@bradleyangle.org](mailto:jobs@bradleyangle.org). Include “Shelter Youth Advocate” in the subject line. Applicants who are missing any of the components listed will not be considered. Applications will be reviewed over the next several weeks.