



Organization Name: Center For Family Services

Job Title: Residential Advocate –Relief at Services Empowering Rights of Victims

Organization Overview:

About Employment at Center For Family Services Apply and get hired at Center For Family Services, a leader in the non-profit sector and named as a top workplace in the region since 2010. As part of our team, you will be recognized as our most valuable resource. Our staff balance best practices with personalized care. Together our team makes a positive difference in the lives of people in need. If you're interested in a rewarding career, Center For Family Services is a great place to grow as a professional. For more information about our top workplace, please visit Center For Family Services website at www.centerffs.org.

POSITION SUMMARY:

We are looking for an experienced, responsible, and organized individual to fill the Residential Advocate position working with the Services Empowering Rights of Victims (SERV) program. SERV provides crisis intervention, counseling, and support to survivors of sexual violence, domestic violence, and human trafficking. The program provides personalized care to help people follow a path to healing. The Residential Advocate must successfully complete 40 hour Domestic Violence training and the New Jersey State Confidential Sexual Violence Advocate Training provided by SERV. This is a part time/ relief position. Required schedule varies. Bilingual in English and Spanish applicants strongly encouraged to apply!

Duties and Responsibilities:

The Residential Advocates assist with operating the 24/7 crisis hotlines for domestic violence and sexual assault survivors, family members as well as law enforcement, hospital ect. The RA also assists with residents in the domestic violence safe house and are responsible for ensuring the safety and security of the campus. They answer all hotline calls/administrative calls as well as offer crisis intervention, phone counseling, and referrals for victims and survivors of sexual violence and domestic violence. The Residential Advocate provides intake for incoming residents and maintains residential client files. The Residential Advocate assists with maintaining the Safe House including cleaning, organizing, making photocopies and completing daily duties. They provide house meetings for residents, assist all residents with requirements needed to ensure their well-being and provide victims with case-related medical and legal information. The Residential Advocate assists with the on-call schedule as needed and assists with office procedures pertinent to the operations of the program. The Residential Advocate ensures the safety and security of the Safe House Campus and ensures the residents follow Safe House Expectations.

Experience / Qualifications:

The Residential Advocate must successfully complete 60 hour Domestic Violence training and the New Jersey State Confidential Sexual Violence Advocate Training provided by Services Empowering Rights of Victims (SERV). The Residential Advocate will have experience in advocacy, crisis-intervention and counseling and demonstrate sensitivity toward the needs of victims. RA will have experience working with people, especially on a one-to-one basis. Effective verbal and written communication skills are required. A minimum of 60 college credits or work experience and a high school diploma required.

- High School Diploma
- Bilingual Spanish and English Preferred
- Must successfully complete 60-hour Domestic Violence and Sexual Violence training
- Experience preferred: domestic violence, sexual violence, crisis intervention, residential setting
- Availability for weekday overnights and schedule flexibility for evenings and holidays

Location: Gloucester County and Cumberland County

Work Week / Schedule: shift coverage-12am to 8am and 4pm to 12am. Various days of the week, weekends included

Salary Range: \$20 to \$22

Benefits Summary:

At the Center for Family Services our employees are our greatest resource and we are committed to investing in our staff. We offer a competitive benefits package as well as ongoing resources that will support staff on their personal and professional journey.*

- Excellent paid time off (PTO) program, including vacation, sick, personal, and holiday
- 401k Plan
- Medical insurance plan options
- Dental & Vision Insurance
- Prescription Insurance
- Life Insurance
- Flexible Spending Accounts
- Health & Wellness Activities
- Ongoing Training & Professional Development Opportunities
- Opportunity for advancement

How to apply:

<https://centerffs.e3applicants.com/careers/Residential-Advocate--SERV-1115-4205> (Cumberland)

<https://centerffs.e3applicants.com/careers/Residential-Advocate--GC-SERV-3218-4177> (Gloucester)

Equal Opportunity Employer Statement:

CFS is an equal opportunity employer-people of color, people with disabilities, women, and LGBTQ /nonbinary candidates are strongly encouraged to apply. Survivors of sexual violence, domestic violence, and human trafficking are strongly encouraged to apply. Center For Family Services is an equal opportunity employer offering competitive salaries and excellent benefits packages.