



Safe Haven of Greater Waterbury
www.safehavenofgw.org
Job Description

Title: Overnight Crisis Response Advocate

Supervisor: Safe Home Manager

Status: Part-Time / Non-Exempt

Job Analysis:

Answer 24-hour crisis hotlines by providing emotional support, referrals and information to survivors of sexual and domestic violence, their families, friends and or dependents. Provide evaluation and coordination of clients and children's needs and advocacy. The position is for weeknight overnights or weekend overnight shifts only.

Hotline Duties:

1. Provide crisis intervention, counseling and support services to survivors of sexual and domestic violence, their families and/or dependents.
2. Ensure coordination of services with state and local systems as applicable.
3. Provide legal and medical advocacy to victims/survivors of sexual assault and their families.
4. Report all client information in Efforts to Outcomes (ETO) data management system.
5. Contact Safe Home Manager if a mandated report of child abuse/neglect is required.
6. Provide counseling, case management, information, referral, transportation and other supportive services to Safe Home residents.
7. Maintains client files as required by state and federal standards.
8. Other duties as requested by Executive Director and/or Safe Home Manager.

Special Requirements:

1. Strong commitment to Safe Haven Mission, Values and Principles.
2. Strong commitment to providing client defined and trauma informed services.
3. Skills and mentality to be able to support someone who is in crisis.
4. Successfully complete the required training to achieve certification as a sexual assault and domestic violence counselor (under CGS 52-146k) as amended, regarding Confidential Communications. (Training provided by Safe Haven or Safe Haven affiliate)
5. Have an open mind to issues pertaining to sexual violence, relationship violence, substance abuse, choice, race, gender, age, ability, and other cultural factors.
6. Have the desire and ability to work with individuals and groups of varying backgrounds.
7. Ability to maintain confidentiality at all times.

8. Ensures a safe, clean and supportive environment for adults and children in the safe home.
9. Provides regular house walk-throughs during overnight hours.
10. Driver's license and use of personal car for business purposes.

Qualifications:

Degree in social work, human services or related field required or in process; previous experience maybe considered in place of some education requirements.

Note: The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They reflect the essential elements and general responsibilities of the position, but are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.

Salary: TBD

Please send your resume to Lee Schlesinger, Executive Director at
lschlesinger@safehavenofgw.org

If you have any questions about the position please call: 203-575-0388.

Resumes will be accepted until position is filled.

Safe Haven of Greater Waterbury
29 Central Ave.
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