



YOUTH SERVICES PROGRAM PREVENTION ADVOCATE (PROJECT-BASED)

SAFE ALTERNATIVES TO VIOLENT ENVIRONMENTS—FREMONT, CA

The Organization: SAVE's mission is to strengthen every individual and family we serve with the knowledge and support needed to break the cycle of domestic violence and build healthier lives. In pursuit of this mission, SAVE provides a comprehensive range of direct services to people experiencing domestic violence from immediate crisis intervention to long-term supportive services. SAVE offers competitive benefits and a fun and stimulating work environment. We are focused on continually improving our survivor-centered, trauma-informed work and meeting the needs of the diverse communities we serve.

POSITION: Youth Services Program (YSP) Advocate. We are looking for a YSP Advocate to support the prevention and intervention services for the Youth Services Program at SAVE. The YSP Advocate will: 1) implement our prevention education presentations to various schools sites on healthy and abusive relationships; 2) develop curriculum topics, activities, and stay on top of data collection; 3) provide crisis intervention and case management to youth who disclose harm with the support of YSP Manager.

This position is grant funded through August 31, 2021

THE IDEAL CANDIDATE: Strong candidates for this position will demonstrate an understanding of specific issues faced by youth. The candidate will have a deep commitment to providing trauma informed, youth-centered, and harm-reduction services. Previous experience working with youth, educators, service providers and survivors is strongly desired. Developing curriculum and activities is also strongly desired. Candidates who are bilingual and bicultural and who have lived experience with domestic violence are strongly encouraged to apply.

STATUS: Full Time—32 hours/week (Nonexempt). Project-based position.

LOCATION: Fremont, CA.

COMPENSATION: \$18.00 per hour. Comprehensive benefit package, 403 (b) retirement plan, paid holidays, vacation and sick-time.

REPORTS TO: Youth Services Program Manager

DESCRIPTION OF DUTIES:

ESSENTIAL FUNCTIONS

- Develop strong connections with educators, administration, participants, and service providers.
- Present to diverse youth populations throughout Alameda County (and beyond) about healthy and abusive relationships using SAVE's Love's Me, Love's Me Not curriculum, including: managing discussions about sensitive issues in an inclusive, thoughtful, and appropriate manner; modeling exemplary and professional behaviors; adapting content based on the environment, timing, youth population, etc; being available to youth who need to connect individually for support; referring participants to appropriate services as needed; and ability to create and present alternative presentations, per requests.
- Stay on top of new trends, tools, research, resources, etc to aid in the development, creation, and designing of materials for the Love's Me Love's, Me Not curriculum and Youth Services Program.
- Collect, calculate and enter survey data into database.
- Provide crisis support and case management to survivor, family, person doing harm, as needed.
- Participate in restorative practices with youth who have caused harm.
- Engage in regular supervision with supervisor for support and feedback, goal setting, and to identify areas of growth.
- Engage in opportunities to grow professionally.
- Bilingual preferred.

NON-ESSENTIAL FUNCTIONS*

- As needed, including but not limited to as deemed by Supervisor:
 - Attend staff meetings and trainings as requested.
 - Provide input into program planning and developments.
 - Assist with training new staff members and volunteers as needed.

*For purposes of the Americans with Disabilities Act (ADA), the term "Primary" represents "Essential" and "Secondary" represents "Nonessential."

EDUCATION AND EXPERIENCE/QUALIFICATIONS:

REQUIRED Minimum Knowledge, Skill, Education/Training and Experience Requirement(s)

- High school diploma or equivalent required.
- Strong writing and oral skills.
- Comfortable discussing sensitive topics with youth.
- Able to deliver material while facilitating discussion with enthusiasm.
- Ability to efficiently and adapt to various settings to effectively engage youth.
- Ability to build rapport with youth in a short period of time.
- Demonstrate leadership and interpersonal skills.
- Comfortable working independently as well as in a team.
- Social justice knowledge, including domestic violence and its intersections.
- Commitment to preventing domestic violence and/or passion for working with youth.
- Available during school hours (Monday – Friday: 7:30 am – 3:30 pm) at least 3 days a week.
- Basic knowledge utilizing Microsoft and Google Suite, graphic resources, word processing, etc.
- Demonstrate commitment to the mission and values of SAVE.

- Has reliable transportation and willing to travel to school sites.
- Must possess a valid California driver’s license, insurance, and access to an automobile. Proof of insurance and loss of payee endorsement is required. Must meet agency’s driving requirements.
- Has reliable transportation and willing to travel to school sites.

PREFERRED Knowledge, Skill, Education/Training and Experience Requirement(s)

- Certified 40-hour Domestic Violence Counselor.
- College degree or experience in the domestic violence field.
- Experience with prevention or educational background; demonstrate connection to a social justice, gender, or youth-oriented cause.
- Knowledge working with youth.

ABILITY TO

- Demonstrate analytical skills necessary to interpret information, establish facts, draw valid conclusions, develop, and implement responsible strategies.
- Convey ideas, information, and training through public presentation, verbal, and written communication.
- **Employment is contingent upon passing a background investigation.**

INTERDEPENDENCIES WITH OTHER SAVE AREAS/PROGRAMS

Safe House, COPS, Housing First, Clinical Services, Empowerment Center, Development

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations will be made to enable individuals with disabilities to perform the essential functions of the position.

<u>PHYSICAL ACTIVITIES</u>	-----Amount of Time Spent-----			
	Rarely	Occasionally	Frequently	Regularly
Seeing: Must be able to see and read with or without corrective lenses or other aids.				X
Communication: Must be able to communicate effectively with people in person, via phone systems, through text/computer/laptop and another devices.				X
Stationary positions: Must be able to maintain a stationary position for an hour or more.				X
Moving: Must be able to move about the office space, travel to other work sites.				X
Climbing/Stooping/Kneeling/Bending			X	

Lifting/carrying up to 25 lbs			X	
Lifting/carrying over 25 lbs		X		
Grasping/Feeling/Finger use of both hands: Must be able to write, type, use a keyboard and telephone system.				X

The preceding job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of the employees assigned to this job.

Applicants should be able to perform the essential functions of the job, with or without accommodation. Reasonable accommodation will be made so that qualified disabled applicants may participate in the application process. Please advise in writing of special needs at the time of application.

EQUAL OPPORTUNITY EMPLOYER

As an equal opportunity employer, SAVE supports equal opportunity for employment and advancement free of race, color, religious creed, ancestry, national origin, age, sex (includes sexual harassment) pregnancy (childbirth or related medical conditions), marital status, sexual orientation (heterosexuality, homosexuality and bisexuality), medical condition (cancer and genetic characteristics), mental or physical disability (includes HIV and AIDS), political affiliation/opinion, Veteran's status, or request for family medical leave. SAVE is committed to ensuring that the work environments of SAVE employees are free from discrimination, harassment, and retaliation.

Interested parties please email resume and cover letter to MelissaE@save-dv.org

POSITION IS OPEN UNTIL FILLED

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