

Position: Adult Advocate

Location: Reno, NV

Reports to: Program Director

Status: Full-Time, Salary, Benefits Package

Organizational Description

Awaken is a faith based non-profit organization located in Reno, Nevada and Green Bay, Wisconsin. Our mission is to increase awareness and education surrounding the issue of commercial sexual exploitation and to provide housing and restoration for its victims. Our vision is to transform our community with the ultimate goal of eradicating commercial sexual exploitation. We aim for victims to be restored to their fullest potential. We aspire to be an inspirational model for other communities.

Role Summary

The Adult Advocate provides outreach, crisis services, and case management for survivors of sex trafficking and commercial sexual exploitation (CSE). This role emphasizes a strengths-based, participant-centered, and trauma-informed approach while ensuring cultural sensitivity, and developmental appropriateness. Reporting to the Program Director, the Advocate coordinates essential services to empower participants in achieving their individualized goals.

Responsibilities

The Advocate will develop and monitor case plans with participants who have been subjected to commercial sexual exploitation and trafficking by:

- Building rapport and trust with participants
 - Managing the intake process and create individualized goal plans
 - Providing appropriate referrals for treatment and other resources
 - Maintaining progress and case notes in an organized, up-to-date manner
 - Assisting in improving efficiency of reporting and documentation
- Assist participant in accessing resources to help meet their individualized goals
- Engage participants through Motivational Interviewing, Trauma Informed Care, and strengths-based approaches
- Coordinate resources, including:
 - Daily living skills and self-care
 - Social relationships and time management
 - Medical appointments and counseling appointments
 - Housing referrals and educational goals
 - Finding employment opportunities
- Provide crisis intervention and on-call support
- Facilitate educational and support groups
- Collaborate with participants and their children to address generational trauma
- Transport participants as needed, including to appointments and group sessions
- Attend and participate in weekly staff, clinical and multidisciplinary consultation meetings and training days
- Included in on-call rotation schedule

Outreach and Community Engagement

- Conduct outreach to identify victims and raise awareness of Awaken's services
- Develop and maintain excellent working relationships with other community agencies to provide necessary resources and services that meet the needs of the participants

- Attend meetings in the community to represent Awaken at agencies
- Comply with agency policy and procedures
- Apply best practices with service delivery approach

Required Competencies

- Experience providing case management and crisis services
- Demonstrated understanding of trauma and its impacts on family systems
- Excellent organizational and communication skills
- Ability to work independently and collaboratively
- Strong interpersonal and professional skills, with a commitment to maintaining boundaries
- Confidence in responding to a crisis with a calmness and resourcefulness
- Detail oriented, with a proactive approach to problem-solving
- Demonstrate initiative with researching and accessing relevant resources in the community
- Excellent interpersonal and professional skills
- Ability to treat participants with respect and foster active engagement in the development of a goal plan
- Must be self-motivated and interested in improving skills and knowledge to grow with the expanding needs of the organization
- Flexibility to accommodate non-standard hours, including on-call rotations

Key Competencies

- Strong understanding of the impacts of sex trafficking & sexual assault on adults
- Ability to assess, evaluate and work with participants in a case manager relationship within a transitional living environment
- Have good organizational skills, be reliable and punctual
- Flexible hours to accommodate the needs of the milieu
- Availability to rotate in a weekly on-call schedule to respond to emergency calls for assistance with crisis victim services. The on-call schedule includes after-hours and some weekends

Preferred Qualifications

- BA degree in social work, counseling, psychology or related field
- Experience working with culturally and ethnically diverse populations
- Exceptional interpersonal, writing, speaking and presentation skills required
- Background check and fingerprint clearance required
- Proficiency in Apple and Microsoft Office suites
- Reliable transportation, valid driver's license, and clean driving record

Personal Attributes & Values

- Demonstrates high levels of professionalism, honesty, integrity and respect in all interactions
- Passionate about Awaken's mission and vision
- Thrives well in high stress environments and maintains confidentiality
- Friendly, approachable attitude and ability to remain open-minded when encountering diversity in thought, gender, culture, language and behavior
- Adaptable to a small nonprofit environment and wearing multiple hats