

YWCA of Salt Lake City Job Announcement
Mission: *To empower women and eliminate racism.*

Job Title: YWCA Relief Advocate

Job Summary:

Empower women and work toward racial justice in your local community. Rewarding opportunity for a mature and self-confident advocate in Utah's oldest, largest and most comprehensive provider of shelter, housing and supportive services for women and children who have experienced family violence. The ideal candidate will be committed to our mission, healthy, loving, energetic, flexible and enjoy fostering a supportive and welcoming community environment. Bilingual candidates are encouraged to apply. The YWCA shelter is open 24 hours a day, 7 days a week. Various shifts are available, and a continuous need for relief work that includes filling in for staff vacancies. The YWCA is an equal opportunity employer and values a diverse workplace.

Responsibilities:

- Ensure the health and safety of women, teens and children arriving and staying at the YWCA.
- Provide empathy and support to create a safe and caring environment.
- Conduct intake interviews for new program arrivals.
- Provide direct support in achieving case management goals.
- Maintain all records necessary to ensure that work is conducted in accordance with agency, contractual, and legal requirements.
- Respond to potential crises to ensure the health and safety of residents, volunteers, and staff.
- Communicate directly with other team members and supervisor to problem solve, resolve conflicts and make decisions.
- Provide parenting support for women in the shelter and teens in the teen home.
- Attend meetings as required.
- Respond to crisis phone calls.
- Articulate and promote high ethical standards in all YWCA programs, activities, and services.
- Establish and maintain effective working relationship with YWCA staff and any other organizations and individuals important to the success of the YWCA's work.

Minimum Required Qualifications:

- Committed to working with women and children, and to the mission of empowering women and girls and eliminating racism.
- Some college or other post-secondary education or training in the social service profession is preferred.
- Knowledge of domestic violence preferred.
- Knowledge of child development through adolescence preferred.
- Able to model strength and empowering, respectful behavior.
- Outstanding interpersonal skills. Highly effective in communication, conflict resolution, problem solving, and crisis management.
- Fluency in English. Bilingual preferred.
- Team player. Must be able to significantly contribute to an agency wide team approach.
- Must be flexible and able to work hours as scheduled.
- Ability to relate positively to people of diverse ages, ethnicity, socio-economic levels, beliefs and lifestyles.
- Valid Utah driver's license, current automobile insurance, and motor vehicle check (if required).

Reports to: Shelter Manager
Hours: Part time, and relief hours are available for nights, days, and weekends.
Salary: \$10.00 an hour
To Apply: Send application (downloaded from website at www.ywca.com), resume and cover letter to Lisa Woirhaye, Shelter Manager, YWCA, 322 East 300 South, Salt Lake City, UT 84111
Fax/Email: (801) 355-2826 / lwoirhaye@ywca.com
Posted: October 29, 2009
Deadline: Open
Website: www.ywca.com

The YWCA is an equal opportunity employer and values a diverse workplace.
A voice for women. A force for change. A place for hope. Since 1906.