

<b>Job Title</b>	Trafficked Persons Assistance Program - (TPAP) Case Advocate
<b>Employer/ Agency</b>	Alief-International Services YMCA
<b>Job Description</b>	<p><b>Office Hours: Monday through Friday, 8:30am – 5:00pm. Occasional evenings and weekends.</b></p> <p>The Trafficked Persons Assistance Program (TPAP) Advocate is responsible for the intake, coordination and follow-up of holistic case management to victims of human trafficking. The Advocate will provide intensive trauma-informed services to victims, meeting them where they are and supporting them as they move through different systems; homelessness, transitional and domestic violence shelters, the criminal justice and social service delivery systems, child welfare services, legal systems, educational systems, employment services and family systems until they graduate from the program or until the case is closed. The duties and responsibilities listed below are the basis for supervision and performance evaluation. These are subject to change under the direction of the TPAP Director and Senior Program Manager.</p>
<b>Qualifications</b>	<p><b>Requirements</b></p> <ul style="list-style-type: none"> <li>○ Bilingual required – Spanish, Mandarin, and/or Cantonese.</li> <li>○ Experience providing case management and/or advocacy to trafficking survivors, victims of crime, domestic violence, immigrant communities or similar population.</li> <li>○ Ability to work with culturally and linguistically diverse populations</li> <li>○ Comfortable and experienced working with LGBTQ population.</li> <li>○ Proficient in computer applications and programs, such as Word, Microsoft Excel, and utilization of the internet in performing job duties.</li> <li>○ Ability to work flexible hours, including some evenings and weekends.</li> <li>○ Excellent conflict management skills.</li> <li>○ Excellent communication and writing skills required.</li> <li>○ A team player.</li> <li>○ Good organizational skills and an ability to work in a fast-paced environment.</li> <li>○ Able to collaborate and work effectively with YMCA staff and community stakeholders.</li> <li>○ Must have reliable transportation and a clean driving record.</li> <li>○ Report suspicious and inappropriate behaviors and policy violations.</li> <li>○ Follow mandated abuse and incident reporting requirements.</li> <li>○ Meet timelines and deadlines related to supporting systems and employee compliance. Example includes but are not limited to Kronos Workforce Ready for review and approval of time sheets.</li> </ul> <p><b>TRAINING REQUIREMENTS</b></p> <p>Complete additional trainings as identified by supervisor. Motivational Interviewing, Crime Victims Compensation Training, Mandatory Reporting training, Trauma Informed Care Training, and any other trainings identified by supervisor.</p>

<b>Salary/Hours</b>	\$50,460.80
<b>Address</b>	3110 #300 Hayes Rd
<b>City, State, Zip</b>	Houston, TX 77082
<b>Contact Person</b>	Samantha Ledezma
<b>Email Address</b>	<a href="mailto:Samantha.ledezma@ymcahouston.org">Samantha.ledezma@ymcahouston.org</a>
<b>Application Method</b>	Apply at <a href="https://secure6.saashr.com/ta/6082553.careers?CareersSearch=">https://secure6.saashr.com/ta/6082553.careers?CareersSearch=</a>
<b>Opening Date</b>	Immediately

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