

<b>Job Title</b>	Bilingual Shelter Advocate
<b>Employer/ Agency</b>	The Bridge Over Troubled Waters, Inc.
<b>Job Description</b>	<p>The Bridge is in search of a Bilingual Shelter Advocate who will provide legal advocacy, crisis intervention, on-call accompaniments, support groups and case management to survivors of domestic/sexual violence in a 100-bed Emergency Shelter setting. Provide case management to clients in a residential setting by conducting initial client intake, safety planning, and conducting case management meeting one on one with clients on a regularly scheduled basis to develop and update goals, provide information and referrals regarding employment, healthcare, and other self-sufficiency related issues. Provide crisis intervention services by staffing 24-hour hotline on an as-needed basis.</p> <p>Advocate for residents by accompanying to legal proceedings as needed, providing legal referrals and providing educational information regarding the legal system, assisting with documentation of services for referral to other social service agencies that lead to self-sufficiency. Prepare documentation of all services provided to residents in compliance with grant objectives in a timely manner. Implement and monitor monthly calendar of culturally relevant life skill building, psycho-educational, and empowerment activities for adult residents utilizing staff and volunteers.</p>
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• Associate's/Bachelor's degree preferred, preferably in social sciences field. In lieu of educational requirement, High School Diploma/GED with a minimum of one year's experience in social services or customer related field.</li> <li>• Bilingual; English/Spanish.</li> <li>• Must rotate on-call responsibility a minimum of approximately 2-3 24-hour shifts per month to provide accompaniments to victims of FV/SA at local hospitals, police departments, schools, etc.</li> <li>• Knowledge of the dynamics of sexual and domestic violence, laws related to sexual and domestic violence and an overview of legal system.</li> <li>• Ability to establish rapport and work with at-risk populations.</li> <li>• Excellent communication skills required (both verbal and written); and ability to work independently.</li> </ul>
<b>Salary/Hours</b>	<p>Full-Time \$37,440 annually</p> <ul style="list-style-type: none"> <li>• Full Time/Non-Exempt: 36-hours a week</li> <li>• Schedule:</li> <li>• Sunday through Wednesday, 9:00 am to 6:00 pm, four 9-hour shifts per week, with one random flex day</li> <li>• Wednesday through Saturday, 8:30 am to 5:30 pm, four 9-hour shifts per week, with one random flex day</li> </ul>

<b>City, State, Zip</b>	Pasadena, TX
<b>Application Method</b>	Apply Here: <a href="https://tbotw.org/careers/">https://tbotw.org/careers/</a>
<b>Opening Date</b>	Immediately

To post a job opportunity or if your response to this job posting results in successful employment, please email the GCSW Office of Alumni and Career Services at [mswjobs@central.uh.edu](mailto:mswjobs@central.uh.edu) with the hiring details of your new job opportunity. Thank you.