



LEGAL ADVOCATE I

About the agency. Women's Center & Shelter of Greater Pittsburgh (WC&S) is a comprehensive domestic violence program annually serving over 7,500 adult and child survivors of domestic violence & facilitating an intervention program to over 500 people who are abusive. We are advocates, grounded in fostering a community of safety, healing, and empowerment for anyone affected by domestic violence. Our mission is to strengthen our ability to meet the individual and evolving needs of those affected by domestic violence by investing in the growth of our people, deepening community engagement, and amplifying the voices of all survivors. All staff learn about and support the organization's mission, vision, and values of Safety, Uplifting Others, Compassion, Courage, Equity, Survivor-Centered Advocacy, and Stewardship (SUCCESS).

About the role. As a WC&S Legal Advocate, your primary role is to assist clients with legal or justice system issues. You will provide direct service through legal options counseling, advocacy and court accompaniment, safety planning, emotional support, case management, and information & referrals. This role will primarily assist and accompany victims of domestic violence as they file for temporary Protection From Abuse (PFA) Orders, and assist and accompany victims at PFA violations hearings, Preliminary Criminal Hearings and Criminal Trials, and work with clients by phone and other technology. The successful candidate is sensitive to trauma and cultural diversity issues with a passion for ending intimate partner violence. The role is co-located among the Legal Advocacy Department and various court venues, all located in Downtown Pittsburgh, with some opportunities for remote work when scheduling permits.

This role provides you with the opportunity to showcase your crisis management and problem-solving skills and create a trauma-informed setting. You will work with a diverse group of clients from the Pittsburgh area, providing them with both individualized and systems advocacy, and contributing to the organization's mission in a variety of ways. If you are excited to gain legal knowledge and experience, care deeply about the issue of intimate partner violence, and are ready to make a difference in your community then we are eager to hear from you. WC&S will offer you an environment that provides endless opportunities to advance your knowledge and skills.

Here's what you will do:

- Advocate for victims of intimate partner violence within the legal system by providing legal options counseling, advocacy, and court accompaniment, safety planning, emotional support and crisis intervention to clients
- Provide referrals to WC&S services and other community services and provide follow-up counseling, as needed
- Assist in the development and maintenance of Legal Advocacy Department programs and procedures, and participate in team and agency meetings
- Participate in speaking presentations and community events, as needed; work collaboratively with police, prosecutors, and others in the justice system to improve response to victims of intimate partner violence
- This position requires being available for regular business hours, 40 hours per week; the role is co-located among the Legal Advocacy Department and various court venues, all located in Downtown Pittsburgh, with limited opportunities for remote work when scheduling permits
- Perform other duties as assigned

Here's what we are looking for:

- Bachelor's degree in social work, criminal justice, or related field preferred (commensurate experience will be considered)
- One year of direct service experience in a human service field required; legal experience preferred
- Ability to establish healthy boundaries, trust, respect, and rapport with a diverse population of clients and legal professionals
- Effective verbal, written, and interpersonal communication skills
- A demonstration of the understanding of abusive family dynamics, including intimate partner violence, cycle of abuse, power and control dynamics, cultural diversity issues and child abuse and neglect
- Ability to understand and adhere to strict confidentiality and safety procedures
- Strong command of general technology, including, but not limited to, Microsoft Office Suite is required; familiarity and understanding of information technology, including Salesforce, Tableau, and Teams strongly preferred
- Desire to work in an organization committed to diversity, equity, and inclusion as part of its values
- Act 33/34 and FBI Clearances required

About the benefits. WC&S offers a comprehensive and competitive benefits package, including generous paid time off; health, vision, and dental insurance; short-term and long-term disability coverage; group life insurance; retirement plan with employer matching; Flexible Spending Account; Employee Assistance Program; Headspace meditation and mindfulness app subscription; Access Perks membership; paid training and professional development opportunities; and is a Public Service [Student] Loan Forgiveness (PSLF) eligible employer.

WC&S is an equal opportunity employer and is committed to ensuring that both applicants and employees are treated without discrimination on the basis of race, color, gender identity expression, national origin, age, religion, disability status, sexual orientation/identity, citizenship status, veteran status, marital status, or any other protected characteristic. We are committed to providing an inclusive and welcoming environment for all.

TO APPLY:

To ensure consideration for an interview, please send a resume and cover letter via email with the subject line "Legal Advocate" to careers@wcpittsburgh.org.