



CHILDREN'S ADVOCATE

About the agency. Women's Center & Shelter of Greater Pittsburgh (WC&S) is a comprehensive domestic violence program annually serving approximately 7,500 individuals impacted by domestic violence & facilitating an intervention program to over 300 people who use abuse. 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). In addition, the principles of Sanctuary (a model for providing trauma-informed care) and continuous improvement infuse all aspects of the organization.

About the role. As a Children's Advocate, you will provide childcare, direct service, and advocacy to children whose mothers are utilizing WC&S services. You will have the ability to nurture and care for children of all ages, build rapport with and support mothers, effectively handle crises, and be a resourceful problem solver with strong attention to client safety, confidentiality, and child enrichment. Due to the sensitive nature of our work, it is important that you understand abusive family dynamics, including intimate partner violence (IPV), cycle of abuse, power and control dynamics, and child abuse and neglect. The successful candidate is sensitive to trauma and cultural diversity issues, is passionate about working with children, is dedicated to serving those experiencing IPV, and is knowledgeable about child development. This role is based out of the WC&S Children's Advocacy Program, which is housed in the main WC&S facility.

This role provides you with the opportunity to showcase your knowledge of child development, creativity, and communication skills, and the ability to contribute to the organization's mission in a variety of ways. If you are passionate about working with children of all ages, comfortable building rapport with and providing support to mothers, thinking outside the box, and working with a team to meet ever-changing needs, 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:

- Nurture, care for, oversee activities of, and attend to daily living needs of children 0-17 while their mothers attend support groups and counseling, go to court or other appointments, and pursue their goals
- Maintain strict confidentiality of clients, residents, and location
- Design or arrange internal structured programs for children with supervisor and other Direct Service Advocates
- Create and provide information, referrals, and resources for mothers pertaining to the needs of their children
- Provide case management to mothers and children
- Provide intake interview with mother (or guardian of the child/ren; expecting youth and adult clients) to identify individual needs of the child



- Coordinate child services with other counselor/advocates who may be providing services to the responsible adult
- Provide individual and group advocacy to clients utilizing CAP space and services
- This position requires being available Mondays through Thursdays, from 11:30a to 7:30p, and Fridays from 8:30a to 4:30p. [Please note: These weekday hours are typical, but may require some flexibility, especially during the summer (i.e., non-school) months.]
- Perform other duties as assigned by supervisor

Here's what we are looking for:

- Associate degree in child development or related field (commensurate experience considered)
- At least two (2) years of experience working with young children
- 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 establish healthy boundaries, trust, respect, and rapport with others
- 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 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

Typical Starting Salary: \$35,000/year

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 or harassment on the basis of race, color, religion, sex (including pregnancy, gender identity or gender expression, and sexual orientation), national origin, ancestry, place of birth, hairstyle, age, disability, using guide or support animals for a disability, genetic information (including family medical history), familial status, citizenship status, military service, or any other characteristic protected by law. 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 "Children's Advocate" to careers@wcpittsburgh.org.