

## POSITION POSTING: Anti-Trafficking Advocate

**Position Title:** Anti-Trafficking Advocate  
**Classification:** Nonexempt, Hourly, Full-Time  
**Reports to:** Anti-Trafficking Program Manager  
**Primary Worksite:** Liberty, NY  
**Anticipated Start Date:** ASAP

Fearless! (formerly known as Safe Homes of Orange County) is a not-for-profit 501(c) (3), which has grown from a grassroots, small group of committed individuals in 1986 to an organization, leader, and resource in the field of intimate partner violence and human trafficking advocacy and services provision. Our many programs include a Family Justice Center, Rape Crisis Center, emergency shelters, legal program, anti-trafficking program, individual and group support, advocacy, therapeutic counseling, Risk Reduction Response Programs, systems-based advocacy and collaboration, community education and outreach, throughout Orange and Sullivan Counties.

### Role Summary:

The Anti-Trafficking Advocate is primarily responsible for providing empathic, nonjudgmental support, case management and direct services to youth who may be at-risk of experiencing human trafficking and youth victims/survivors of intersecting forms of violence and abuse through the agency's anti-trafficking program. They will serve individuals around needs arising from, but not limited to, human trafficking, intimate partner violence, teen dating violence, sexual violence, and other types of crime victimization. In addition, they will provide trainings and outreach within the community.

Duties and Responsibilities (shall include but not be limited to):

### *Essential Areas of Work*

- Support the Anti-Trafficking Program by working scheduled days at assigned(s) Children's Services office locations, engaging in joint home visits with caseworkers and/or law enforcement, engaging victims/survivors in ongoing services and supporting their advocacy needs, providing safety planning and collaborating on these efforts with the program staff team.
- Ensure the provision of comprehensive case management and supportive counseling services to youth who are at risk of being exploited by human trafficking, or are victims of human trafficking to ensure acute needs are met in a timely, culturally-appropriate and trauma-responsive manner for each program participant.
- Facilitate youth focused workshops and group utilizing the LOVE 146 Not a Number and approved curricula.
- Identify relevant resources and services in the community, and provide appropriate information, practical assistance and referrals, and facilitate connections with appropriate service providers.
- Provide outreach and training to community partners including healthcare providers, law enforcement, educational institutions, non-profit organization and other social service agencies.
- As needed and available, provide culturally-informed, trauma-responsive crisis intervention, and nonjudgmental, supportive comprehensive services to clients, including, but not limited to: assessments; intakes; individual and/or group supportive counseling; advocacy and accompaniment; follow-up contact, as safe and appropriate, and outreach; and information and referrals.
- Provide clients with information regarding the NYS Office of Victims Services, assist with filing applications for OVS compensation, and serve as a liaison between clients and OVS.
- Provide on-call advocacy outside of traditional business hours, as scheduled.

### *Program-Related*

- Attend and actively participate in regular supervision with Anti-Trafficking Program Manager.
- Attend and actively participate in program-specific and agency-wide staff/team meetings.
- Attend and actively participate in assigned webinars, in-service trainings, and external trainings.
- Attend and actively participate in awareness month activities and agency events for clients.
- Actively participate in maintaining a clean, welcoming environment throughout the agency.
- Learn and understand of the Safe Harbor Act Legislation, accompanying regulations, reauthorizations and related policies.

### ***Administrative***

- Maintain the confidentiality of clients, staff, volunteers, and agency information. Exceptions include information pertaining to child abuse, danger to self or others, or in response to an authorized release of information.
- Adhere to agency policies and protocols related to the security of electronic client service records.
- Maintain the highest levels of accuracy in recordkeeping and reporting, ensuring that all client records and documentation of outreach, training, and other work tasks are complete and up-to-date and submitted to supervisor as directed.
- Ensure timely response and follow up to email communication and voicemail messages.

### ***Organizational Relationships***

- Contribute toward fostering inclusive and supportive work environments throughout the agency.
- Work closely and collaboratively with Anti-Trafficking Program Manager and other supervisory staff, as appropriate, to understand and accomplish position responsibilities.
- Work closely and collaboratively with agency staff within the Family Justice Center, residential settings, and collocated offices.
- Work closely and collaboratively with project coordinator, law enforcement, social service caseworkers, and other community partner organizations while supporting the advocacy needs and safety planning of child and youth victims of trafficking.

### ***Other***

- Other duties as assigned by immediate and/or other supervisors.
- Staff members are encouraged to be flexible and responsive to changes in scope of duties.

**Work hours:** 40 hours per week; Monday through Friday with flexibility around evenings, weekends and holidays; primarily business hours with evening shifts required; one holiday per year required.

### **Requirements:**

- 4-year degree in criminal justice, international relations, or related field, or equivalent work experience in providing direct crisis counseling and/or advocacy services to victims/survivors of intersecting forms of violence and abuse.
- Commitment to working from an anti-oppression, harm-reduction, and trauma-responsive approach; and to social change through active participation in working towards ending gender-based violence, racism, classism, sexism, ageism, homophobia, ableism, and all forms of oppression.
- Ability to work independently as well as cooperatively with a team, with a willingness to appreciate different points of view and problem solve in a constructive manner.
- Investment in ongoing professional growth and development, learning, and skill-building.
- Excellent written and oral communication, organizational and time management skills.
- Ability to model and uphold appropriate boundaries in work with clients, colleagues, supervisors, and community.
- Demonstrates good judgment with the ability to make timely and sound decisions.
- Experience with data management and knowledge of Microsoft Word, Excel and Power Point, and other database applications.
- Ability to lift up to 50 pounds, navigate stairs, and periods of sitting, standing and movement required.
- Travel extensively between the agency's office sites and throughout the service region.
- A valid, insurable driver's license and reliable transportation.

**Desired:** Bilingual/bicultural candidates strongly encouraged to apply.

**Conditions of Employment:** All jobs contingent upon successful completion of certain background checks which, unless prohibited by applicable law, may include criminal history, employment verification, education verification, DMV checks (for driving positions), State Central Registry, State Exclusion List, and fingerprinting.

### **NO PHONE CALLS PLEASE.**

Applicants may email, mail, or fax resume with cover letter, describing your interest in this position.

**Subject line must read: Anti-Trafficking Advocate**

**Email: [jobs@fearlesshv.org](mailto:jobs@fearlesshv.org)**

Fearless! Hudson Valley is an equal opportunity employer committed to a diverse, culturally inclusive work environment and prohibits discrimination due to race, color, age, religion, sex, sexual orientation, gender and identity, disability, and national origin in employment and delivery of services. All are encouraged to apply.

This description reflects the principal functions of the job for the purpose of job evaluation. It should not be construed as a detailed description of all work requirements of the job nor shall be construed as giving exclusive responsibility for every function described.