

**Position Title: DVHF Mobile Advocate**

**Who We Are:** CORA (Community Overcoming Relationship Abuse), is the only agency in San Mateo County providing crisis intervention and supportive services to survivors of domestic violence and their children. We provide legal assistance, education and outreach, community-based advocacy, individual and group counseling, a 24-hour hotline, emergency response through our collaboration with law enforcement, two emergency shelters and supportive housing to survivors of intimate partner violence/abuse.

CORA is currently seeking a **DVHF Mobile Advocate** to maintain and strengthen the work it is doing throughout San Mateo County concerning domestic violence prevention and intervention. The DVHF Mobile Advocate implements creative strategies to facilitate vital links between San Mateo County residents, CORA, law enforcement, and other community-based organizations to increase safety and prevent intimate partner violence.

**Position Summary:** The purpose of this position is to provide community-based, culturally and linguistically responsive services for domestic violence survivors and their families in San Mateo County. The **DVHF Mobile Advocate** will provide in-person peer counseling, safety planning, education, risk assessment, and referral to San Mateo County residents experiencing intimate partner violence. The position will also expedite access to CORA's emergency relocation services and other supportive wrap around services at the community office. This position will work in collaboration with local community leaders, organizations, and residents through proactive engagement to tailor services to meet the needs of the community. This individual will travel to and from the community office, as needed.

The **DVHF Mobile Advocate** should promote CORA's culture, building effective relationships both inside and outside the organization that inspire others to action. Knowledge and experience in trauma-informed domestic violence is a strong preference. This individual will have the opportunity to assist in continued program development, create new opportunities for San Mateo County residents to access services, and increase community awareness and understanding of domestic violence through education and outreach. The prospective candidate must share a passion for our mission, be an adaptable, self-reflective, empathetic team player with strong interpersonal skills, and have a desire to support the needs of survivors of intimate partner abuse. The DVHF Mobile Advocate will bring a sophisticated understanding of cultural competency, conflict resolution and demonstrate self-initiative and a genuine interest in professional and personal growth. This individual should also demonstrate interest and proven skill in implementing best practices.

**Primary Responsibilities:**

- Provide culturally responsive crisis intervention, case management, advocacy, and peer counseling services using trauma-informed practices.
- Conduct risk and needs assessments and safety planning.
- Assist clients in locating and determining appropriateness of housing options.
- Coordinates and assists in client move-in/outs and monitor housing units for safety.
- Utilizes client-centered needs assessments, service plans and motivational interviewing to empower and motivate clients toward achieving goals related to housing, childcare, employment, benefits, legal services, etc.
- Develop, organize, and facilitate culturally appropriate educational, informational workshops and outreach activities that support contract requirements.
- Provide consultation and domestic violence specific technical assistance to San Mateo County service providers.
- Link families to other services such as job training, credit counseling, Cal Fresh, or similar in a manner that promotes engagement, stability, self-sufficiency, and wellness.
- Monitor clients for progress and review eligibility criteria for ongoing participation in the program.
- Maintain professional working relationships with collaborative partners; host collaborative meetings with community leaders, public officials, school faculty, church leaders, and other service providers to inform service delivery and optimize the referral process with community partners.

- Facilitate and manage ongoing data collection and post service evaluation to document outcomes and guide service recommendations.
- Complete required documentation and enter data into client database in an accurate and timely manner.
- Assist in compiling program statistics for reports, maintenance of filing systems, and assessment of protocols and procedures in accordance with contract requirements.
- Support interdepartmental communication and monitor and manage internal referrals.
- Act as an advocate for client(s) across other systems such as CPS, housing, public benefits, etc.
- Uphold CORA policies for safety, supervision, mandated reporting, and risk management.
- Respond cooperatively and flexibly to occasional changes in shift schedule to accommodate client outreach activities/community events, especially those held on the weekends.
- Participate in training as recommended by supervisor.
- Attend supervision, departmental and agency staff meetings as assigned.

**Required Skills:**

- BA degree in social work, psychology, counseling, or related field; or an equivalent combination of education and experience in the provision of social services.
- Minimum two years' experience working with underserved, high-risk, and isolated populations providing direct client and community engagement services.
- Experience working with survivors of domestic violence preferred, including completion of 40-hour domestic violence training. *Candidates who have not completed the training will be required to do so.*
- **Bilingual English/Spanish** fluency required, including demonstrated ability to communicate clearly in written and spoken English and Spanish.
- Must be available to work a flexible schedule, which may include day/evening hours Monday through Friday, and some weekends and holidays.
- Ability to provide culturally competent services and work with a diverse staff and clientele in an empathetic and non-judgmental manner. Familiarity with San Mateo County and experience working with its multiethnic, multilingual population preferred.
- Must demonstrate acceptable level of maturity, emotional stability, and sound judgment to provide effective services to diverse populations.
- Excellent interpersonal skills and ability to function as a part of a team and work in collaboration with outside agencies.
- Ability to comply with all confidentiality policies and procedures; maintain confidentiality of client data and personal information.
- Ability to de-escalate and resolve conflict effectively while maintaining personal safety.
- Ability to integrate feedback and utilize supervision.
- Familiarity with community-based services in San Mateo County preferred.
- Valid CA driver's license, access to reliable transportation, and insurance required. Willingness to travel to multiple sites within San Mateo County.
- Background check, including fingerprinting clearance from the Department of Justice; Demonstrate eligibility to work in the United States.

**Reports to:** Housing Services Coordinator

**Benefits/Compensation:** This is a regular, full-time, non-exempt position. This position pays \$21 -\$23 per hour based on a 37.5 hour workweek; non-negotiable. CORA offers excellent health benefits (medical, dental, vision, chiropractic, acupuncture), generous time-off policies (including 3 weeks of vacation in 1<sup>st</sup> year, 15 paid holidays and sick time), LT disability, life insurance, and a matching retirement plan.

**To Apply:** Please email resume and cover letter to: [jobs@corasupport.org](mailto:jobs@corasupport.org).

**CORA History and Overview**

CORA has provided services to survivors of intimate partner abuse for over 40 years. Our programs include Crisis Intervention Services, including a 24-hour hotline, collaboration with law enforcement, emergency shelter options, and supportive counseling. Family Support Services provides mental health therapy, supportive/transitional housing for survivors and their children, and a children's program that provides supportive housing weekly art and literacy programs, and developmental support. CORA has robust legal services for survivors of domestic violence and provides educational workshops about the dynamics of domestic violence and healthy relationship skills.

CORA is strengths-based, collaborative, accessible, and client-centered. We believe everyone deserves to be treated with respect in their intimate relationships. We provide safety, support and healing to individuals who experience abuse in an intimate relationship and educate the community to break the cycle of domestic violence. Regardless of a survivor's race, class, gender, gender identity/expression, sexual orientation, or culture, we save lives and provide an opportunity to begin again.

CORA inspires work of the highest caliber by fostering staff engagement through transparency and inclusion in agency decisions wherever possible. We strive to ensure our policies and communications reflect an appreciation of the impact of social inequities, historical and current, and actively promote healthy relationships amongst staff by demonstrating mutual respect in all our communications.

*CORA is proud to be an equal opportunity employer. We seek diversity with respect to race, color, age, sex, (including breastfeeding and medical conditions related to breastfeeding), religion (including religious dress or grooming practices), national origin, mental or physical disability, genetic characteristics and information, ancestry, marital status, family status, political belief, sexual orientation, gender (including gender identity and expression), medical condition, military, or veteran status or any other category or status protected by Federal, State or other applicable laws.*

*All applicants are welcome. Candidates who are bilingual, people of color, members of the LGBTQ community and/or survivors of domestic violence are strongly encouraged to apply. The position will remain open until filled.*

***No phone calls please.***