

Youth Advocacy Coordinator

The Youth Advocacy Coordinator is responsible for comprehensive, high-quality, and well-coordinated advocacy support for child and youth survivors of gender-based violence. The position maintains focus and resources on the unique and intersecting barriers facing youth who are vulnerable to and experiencing gendered violence. In addition to individual youth advocacy, this position will emphasize building the capacity of WISE and community partners to identify and implement creative strategies to reduce the obstacles and isolation of youth survivors and provide access to advocacy for youth and their support networks.

Hours: Full time, salary, exempt. Occasional evening and weekend hours required. This position is funded by an OVW Rural Grant.

Reports to: This position reports to the Program Director at WISE, and is part of the Crisis and Advocacy Team.

Location: This position is co-located between the WISE Program Center, WISE office in Windsor, and youth-centered co-location sites in the Upper Valley. Local travel is required.

Job Responsibilities

Crisis and Advocacy Team:

- Advocate with victims/survivors of domestic and sexual violence, victims/survivors of stalking, their family members and friends, in particular with child and youth survivors and their support networks
- Accompany survivors to meetings related to domestic and sexual violence including court/legal, hospital/medical providers, and law enforcement
- Coordinate and facilitate opportunities for connection and community
- Provide for back-up duties and responsibilities beyond WISE Program Center hours (8:30 am – 4:30 pm) as necessary
- Maintain an active referral network with other professionals and agencies that support youth survivors (e.g., schools, child advocacy centers, hospital, court, campus and police), to promote comprehensive and quality assistance to victims/survivors
- Maintain clear, accurate and timely documentation in accordance with WISE's data collection and reporting requirements including campus specific reports
- Attend community, staff, and/or Board meetings, trainings and/or conferences as requested by the Executive/Program Director
- Participate in the strategic and annual planning processes of WISE
- Perform other duties for the overall functioning of the organization and those duties as requested by the Executive/Program Director

Building Child and Youth Capacity

WISE understands that there are unique challenges facing survivors of violence who are minors, and is committed to building capacity for child and youth survivors to access advocacy.

- Maintain strong relationships with youth serving organizations including schools, after school programs, athletics, child advocacy centers, health care providers, etc.
- Facilitate ongoing needs and capacity assessments to understand and strategize around the resources and gaps facing child and youth survivors of violence
- Develop tactics for WISE and community partners to better recognize and respond to the unique circumstances and experiences of youth survivors; implement strategies to reduce these gaps and build on existing protective individual, relational, and community factors.

Qualifications:

- Bachelor's degree in related field or equivalent work experience
- Demonstrated commitment to young people, recognition of the historic and ongoing marginalization of children
- Strong grounding in and commitment to social change advocacy, the Empowerment Model, and a feminist framework for understanding gender-based violence
- Clear and calm judgment, discretion and competency for strategic and diplomatic collaboration
- Demonstrated interpersonal, organizational, and logistical skills
- Strong verbal and written communication
- Ability to multi-task and quickly switch from one project to another without compromising support
- Computer literate in *at least* Microsoft Suite including especially Outlook, Word, Access and Excel, and WWW
- Able to lift 40lbs, and stand or sit for long stretches
- Reliable transportation, valid driver's license, required minimum vehicle insurance coverage and ability to travel
- WISE requires all employees to submit criminal background and driver's license checks, employment may be dependent on findings
- Successful completion of the WISE Advocate Training Program within 3 months of hire

WISE employees are expected to honor staff values and practice ethical communication.

We encourage a diversity of applications, especially from members of traditionally marginalized communities.