



Job Description

Radiant Futures is an equal opportunity employer

Job Title	Community Advocate
Reports to	Community Services Supervisor
FLSA, Pay	Full-Time; Non-Exempt; \$22.44/hour

Agency Overview

Originally founded as Women’s Transitional Living Center (WTLC) in 1976, Radiant Futures is the oldest domestic violence program in Orange County and the third oldest in the nation. Originally established as an emergency shelter, Radiant Futures has since evolved into a multiservice organization dedicated to ending the cycle of violence through a trauma-informed, survivor-driven approach. Today, we are equipped to respond to the nuanced needs of survivors of both domestic violence and human trafficking, and we continue our tradition of evolving to meet their needs through the constant pursuit of innovative programs and evidence-based best practices.

Our programs fall under three major categories: Bridge Housing, Supportive Services, and Community Education and Advocacy. Through our three-fold approach, Radiant Futures strives to meet the needs of survivors of any gender, their children, and survivors often not served by other programs. Uniquely tailored to the needs of survivors and their families, our programs are rooted in the understanding that there is no one-size-fits-all approach to safety, recovery, and self-sufficiency.

Position Summary

Under the direction of the Community Services Supervisor, the Community Advocate position is responsible for the assessment, planning, facilitating, coordinating care, and advocating for services and resources to meet the needs of individuals and families affected by domestic violence and human trafficking. Utilizing a strength-based, survivor-driven, and trauma-informed care approach, the Community Advocate will support participants to obtain the resources they need to minimize, disrupt, and prevent the cycle of violence. **Special note:** position location is split between Santa Ana Family Justice Center and Radiant Futures Center in Fullerton.

Essential Duties

- Incorporate principles of evidence-based learning and promising practices into program design.
- Utilize effective time management skills, problem solving, and collaboration to complete projects.
- Provide advocacy services and support survivors of domestic violence and human trafficking.
- Engage in mobile advocacy, by meeting participants where it is most safe and convenient for them.

- Provide crisis intervention to participants by assessing the situation and addressing the crisis needs appropriately.
- Support callers to the organization's 24/7 Helpline, by providing crisis intervention, information and referrals, and education on healthy relationships.
- Refer participants to community resources and advocate directly with other agencies as needed to support participants with services.
- Complete and maintain participant records that document services provided; input data entry into database (Apricot) in a timely manner.
- Transport participants to various locations as needed.
- Work with a diverse population and provide culturally sensitive advocacy.
- Participant in staff meetings, conferences, and other meetings as needed.
- Facilitate various workshops, support groups, and trainings to participants at the Center and other off-site locations.
- Other duties may be assigned.

Qualities & Qualifications

- Bachelor's degree in Sociology, Human Services, Psychology, Education or related field.
- Experience serving diverse communities.
- Minimum of one (1) years of professional experience in the social services sector.
- Experience in curriculum development, instruction/teaching experience, or training preferred.
- Knowledge of adult and youth learning principles and concepts.
- Ability to communicate effectively.
- Bilingual in one of Orange County Threshold Languages preferred:
 - Spanish, Vietnamese, Korean, Arabic, or Farsi.
- 40-Hour Domestic Violence Training Certified within 6 months of hire.
- Has not been a participant of Radiant Futures services for at least three (3) years.
- Possession of a current and valid California driver's license, a car, liability insurance which meets California State minimum requirements and an acceptable driving record.
- Successful completion of a pre-employment background check.

Compensation & Benefits

- This is a full-time, non-exempt position, with an hourly rate of \$22.44.
- We provide 2 weeks PTO to start which increases over time (3 weeks after 2 years, 4 weeks after 5 years, 5 weeks after 10 years); 2 wellness paid days, 1 civic engagement paid day and 11 paid holidays.
- Alternate work schedule (4 days/ 10 hours) option available.
- Generous benefits including 100% covered in Radiant Futures sponsored health, dental, vision, and AD&D insurance with Employee Assistance Program; and 403(b) retirement plan with up to 4% match after 1 year.

Our Commitment to Diversity and Inclusion

At Radiant Futures, we believe outstanding people are the key to our success. We value a diverse and inclusive workplace, and strongly encourage people of color, LGBTQIA+ individuals, gender non-conforming individuals, and formerly incarcerated people to apply.

As an equal opportunity employer, we recruit and hire with the understanding of systemic oppression and lived reality of people with marginalized identities. We also recruit and hire without regard to race, national origin, religion, gender, gender identity, sexual orientation, disability, marital status, veteran status, or age.

Working Conditions and Physical Requirements

Alternate work schedule (4/10) or regular (5/8) schedule, flexible to work evenings and weekends, as needed. Regularly required to sit and use hands and fingers; intact vision abilities required. Occasionally required to lift and/or move heavy objects.

To be considered for this position, please email a cover letter and resume to careers@radiantfutures.org with "Community Advocate (SAFJC)" in the subject line. No phone calls please.

For more information on Radiant Futures, please visit our website at www.radiantfutures.org.