



Children's Advocate Position

The International Women's House (IWH) provides a safe haven and supportive services to victims of domestic violence, sexual abuse, and human trafficking. IWH is a domestic violence shelter with a mission to provide a safe haven and supportive services to women and children who are the victims of family violence, sexual abuse, and human trafficking, with a focus on immigrant and refugee women and children, cultural sensitivity and self-sufficiency.

Description: We are seeking a passionate and dedicated Children's Advocate to join our organization and serve as a strong advocate for the rights and well-being of children. As a Children's Advocate, you will work tirelessly to protect and support children, ensuring their voices are heard and their best interests are represented. You will collaborate with various stakeholders, including families, social service agencies, legal entities, and community organizations, to promote child welfare, develop programming, and provide necessary resources and support.

Hours: 15-20 hours per week with some nights and weekends; there is possibility for this position to become full-time

Reports to: Executive Director

Compensation: \$20 per hour

Primary Duties:

- Create and implement new programs/strategies to enhance children's programs.
- Accompaniment to court to advocate on child's behalf if needed.
- After-school tutoring to review a child's assignment, progress, and teacher's expectation for the child.
- Meet with parents and teachers to facilitate communication.
- Identify goals and ensure children's efforts are supported by parent(s) and teachers.
- Support children's adjustment to a new shelter environment.
- Supervise overall learning activities and progress.
- Assess and implement a student's educational plans.
- Develop ongoing education and recreational outings, create arts and crafts.
- Assist with answering crisis hotline calls.
- Document all case notes, calls, and plans.
- Provide culturally sensitive and linguistically appropriate services to clients who are underserved.
- Report case information to other advocates, Financial Administrator, and Executive Director as needed.
- Perform all other duties as assigned by the Executive Director.

Education and Experience:

- Bachelor's degree in social work, psychology, child development, or a related field (Master's degree preferred).
- Previous experience working with children and families in a social service, advocacy, or related setting.
- Valid driver's license and access to reliable transportation.
- Bilingual (English/Spanish) language skills are strongly desired.

Knowledge, Skills, and Abilities:

- Working knowledge of community resources and service providers in domestic violence and sexual assault.
- Outgoing, results-oriented work style with high attention to detail.
- Demonstrate maturity in interpersonal staff.
- Practices cultural sensitivity and humility.
- Sound knowledge of child development, trauma-informed care, and child protection laws and regulations.
- Strong communication and interpersonal skills, with the ability to establish rapport and build trust with children, families, and professionals from diverse backgrounds.
- Excellent problem-solving and decision-making abilities, with a compassionate and empathetic approach to child welfare.
- Ability to work independently, manage multiple cases, and prioritize tasks effectively.
- Proficiency in maintaining confidential information and adhering to ethical guidelines.
- Flexibility to adapt to changing circumstances and work collaboratively within a multidisciplinary team.
- Knowledge of behavior modification modalities.
- Ability to work some nights and weekends.
- Some travel required.

Job Location:

This position is based in Dekalb and serves families within the metro area. This position is an in-person position.

How to Apply:

If you are passionate about advocating for children's rights and making a positive impact on their lives, we invite you to apply for this meaningful and rewarding position. Please submit your resume, cover letter, and references to Tonya Ferguson, Executive Director, via email at iwh.tonya.f@gmail.com.