



**Position:** Direct Service Advocate, Youth Advocate  
**Compensation:** Pay starts at \$18/hr  
**Benefits:** Generous paid time off, 100% employer paid health, dental, and vision insurance, 10 paid holidays, retirement plan options with up to 3% employer match after 1-year of employment  
**Hours:** 1 FTE @ 40 hours/week, including some nights and weekends  
**Responsible to:** Deputy Director

**Position Purpose:**

The Direct Service Advocate will provide on-site advocacy services to drop-in clients at The Harbor's Advocacy Center. Services will reflect our mission to provide advocacy, prevention, and support to promote self-determination and hope for survivors of domestic violence, sexual violence and stalking. This position has a specific focus on supporting youth and teen survivors by providing outreach, education, and support tailored to this population.

We are most interested in finding the best candidate for the job, and that candidate may be one who comes from a less traditional background. We encourage those who meet the basic requirements of the position to apply regardless of whether you meet every criteria. All persons of every race, ethnic background, spiritual belief, economic status, gender identity, sexual orientation, age or personal ability, are equally affirmed into membership, leadership and employment at The Harbor and are joyfully welcomed.

**Scope of Duties:**

With support from the Deputy Director, the Direct Service Advocate will create and maintain a confidential, safe, and supportive space for survivors and their family members with an emphasis on Clatsop County's youth population; providing one-on-one advocacy that may include safety planning, crisis intervention, peer support, and information and referral; connecting survivors to other social services and resources; and sharing the work of The Harbor with community members and partners. This person will offer on-going case management with survivors, providing accompaniment to other services, like court hearings and medical appointments, and assisting with youth-focused projects.

**General Responsibilities:**

- Provide confidential, trauma-informed, culturally responsive services to survivors that promote positive outcomes in alignment with Advocacy Program goals.
- Provide one-time and on-going case management advocacy to survivors of domestic and sexual violence with a focus on outreach to youth.
- Provide occasional on-call advocacy for in-person emergency response.
- Work with participants to develop personalized safety plans.
- Utilize standardized screening tools to connect participants with resources for shelter and housing, the Crime Victims Compensation Program, and the Address Confidentiality Program
- Maintain accurate participant files.
- Stay informed of community resources and coordinated community responses.
- Receive continuing education and training regarding serving survivors of domestic and sexual violence and stalking.
- Serve as a visible spokesperson and advocate for The Harbor's mission and programs in the community.
- Provide community education including presentations, training and tabling events.



- Attend weekly required all-staff meetings.
- Other tasks and projects as assigned.

#### **Specific Responsibilities:**

- Receive continuing education and training regarding teen dating violence and best practices for working with youth
- Keep The Harbor staff updated on best practices related to supporting youth survivors and their families
- Provide once per quarter training on a topic relevant to youth advocacy
- Create and/or compile relevant resources specific to youth and teen survivors
- With The Q Center, co-facilitate an educational group for parents and caregivers of LGBTQIA+ youth
- Provide advocacy at schools and youth-focused events and programs
- Create and re-post educational/interactive content for The Harbor's youth social media page a minimum of once per week
- Assist Prevention Education Coordinator with youth-focused prevention and outreach projects as assigned, including the Clatsop County Youth Advisory Coalition, prevention podcast, and orientation to The Harbor's services at schools or other youth spaces
- Occasionally facilitate or support youth at outreach events such as tabling at Sunday Market or school fairs
- Provide advocacy to drop-in youth clients once or twice weekly during lunch hours at Tongue Point Job Corp Center (TPJCC)
- Lead Teen Dating Violence Awareness Month (February) activities, outreach, social media campaign, and community awareness annually

#### **Required Qualifications & Experience:**

- Core values compatible with those of The Harbor, including a personal and professional commitment to diversity, equity, and inclusion, and anti-oppression work
- A minimum of 1-year experience working with youth, preferably in a community or social services setting
- Ability to maintain confidentiality according to state and federal requirements for advocates
- Strong verbal and written communication skills
- Demonstrated ability to problem solve and be proactive
- Ability to prioritize a multitude of tasks and handle a variety of projects simultaneously
- Basic computer technology skills, including Microsoft Office programs. Ability to learn new technology systems and implement within scope of duties
- Must have a valid driver's license

#### **Preferred Qualification & Experience:**

- Bilingual and/or bicultural
- Certified Advocate in the State of Oregon (completed 40+ hour training)
- One year working with survivors of domestic and/or sexual violence in a social service setting.
- Bachelor's degree in a social service field



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Staff Signature

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Date

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Supervisor Signature

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Date

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Executive Director Signature

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Date