FirstStep
Peaceful Families • Safe Communities

Employment Opportunity:

ADULT NON-RESIDENTIAL SURVIVOR ADVOCATE

OVERVIEW

The Adult Non-Residential Survivor Advocate is a valuable member of the Non-Residential Team. The Survivor Advocate supports First Step's mission by providing advocacy, crisis intervention, information, resources, and support to adult survivors of domestic and sexual violence

The Advocate's primary responsibilities are to assist with the safety planning, removal of barriers, navigation of systems, and meeting the basic needs to support survivors of domestic and sexual violence in safety and stabilization. Advocates are to service client needs in a manner that promotes trust, growth, and non-violence. The Survivor Advocate may provide individual, family, and group supportive services. The Advocate understands and will support the First Step philosophy of empowerment, education, and prevention of violence.

First Step provides comprehensive training and supervision to all employees.

First Step works hard to create a workplace that is dynamic. We encourage people with diverse identities and experiences who are excited about equity and social justice to apply.

LOCATION: All First Step sites; Ability to travel between sites in Wayne County as needed.

REPORTS TO: The Advocate will report to the Non-Residential Advocacy Program Coordinator

POSITION TYPE: Full-time, 37.5 hours/week, hourly pay

PAY RANGE: $23 / Hour

SCHEDULE: Weekdays. Some evenings or weekend required. Hybrid work possibilities following successful onboarding

START DATE: January 4, 2027

BENEFITS: Options for agency provided health, dental, and vision insurance after 60 days. Agency provided life and long-term disability insurance after 60 days. Employee Assistance Program. Additional voluntary insurance benefits and Dependent Care FSA available after 60 days. Employer contribution to 401k. Annual PTO, floating holidays, ESTA, accrued paid flex time, and Agency Closure Days off with pay.

RESPONSIBILITIES

- Provide support and crisis intervention for survivors in face-to-face, telephone, virtual, and group sessions at First Step and other safe locations.
- Engage clients in initial and ongoing safety planning and goal planning to meet their basic needs and ensure their safety.
- Identify barriers to safety and self-sufficiency and support navigation of services and accessing opportunities.
- Be creative, thoughtful, and relentless in removing barriers to safety and security of survivors aligned with their choices.
- Attend team meetings, case conferences, and all-staff and in-service meetings, in addition to ongoing professional development activities.
- Uphold the highest standard of confidentiality and ethics.
- Complete paperwork and database entries necessary to maintain agency records in a timely and organized manner. Provide documentation as required.
- Respond to survivors in crisis at police stations, hospitals, and other safe places in the community on an on-call basis and assist with walk-ins.
- Ensure that agency programs and service delivery are culturally sensitive, inclusive, and aware of how intersectionality and diversity impact individuals and programs.
- Other duties as assigned by supervisory staff or by the Executive Director

QUALIFICATIONS

- Bachelor's degree in social work or human services. Equivalent experience will be considered. Master's degree in social work or human services preferred.
- Experience in crisis intervention, domestic violence, and sexual assault.
- Familiarity with local housing resources, including emergency shelters, transitional housing, affordable housing programs, and supportive housing options. Basic foundational understanding of tenant rights and responsibilities.
- Capable of handling crisis situations effectively.
- Demonstrated initiative, high professional standards, and excellent organizational skills.
- Strong oral and written communication skills.
- Ability to work independently and with supervision.
- Demonstrated experience working effectively with people from diverse racial, economic, and cultural backgrounds.
- Caring, empathetic, client-centered approach.
- Ability to work a flexible schedule to include some evening and weekend work.
- Ability to travel between sites in Wayne County.
- Valid MI driver's license/reliable transportation/current auto insurance needed.
- Ability to lift 30 pounds on occasion. Bilingual a plus.

REQUIREMENTS

Must be at least 18 years old and satisfy criminal background checks, DHHS child abuse registry check, sex offender registry check, driving check. Must have and maintain a valid MI driver's license, excellent driving record, reliable transportation, and current auto insurance. These requirements will be re-checked throughout employment.

TO APPLY: firststep-mi.org/jobapplication

No phone calls or emails, please.