

Job Title	Client Advocate
Employer/ Agency	Aid to Victims of Domestic Abuse
Job Description	<p>Family Violence Program CLIENT ADVOCATE</p> <p>Aid to Victims of Domestic Abuse (AVDA) is accepting applications for a full-time, Client Advocate.</p> <p>The Client Advocate serves as a connection between victim-survivors of family violence and sources of community support by providing in-depth and ongoing advocacy and social-services referrals.</p> <p>AVDA has been a premier domestic violence agency for more than three decades.</p> <p>Responsibilities:</p> <ul style="list-style-type: none"> ▪ Initiate and continue ongoing follow-up contact with clients to determine physical, financial, and emotional needs ▪ Answer intake calls on an as-needed basis ▪ Develop/maintain up-to-date resource materials for clients and other staff ▪ Assist clients in securing basic human needs such as shelter and emergency food ▪ Aid the client in actualizing a self-sufficiency plan, including assistance enrolling in job training or job search programs ▪ Assist in making arrangements for parenting classes and/or evaluations necessary for successful completion of court case ▪ Accompany victim-survivors to court or other agencies when requested ▪ Input and update accurate client information into multiple computerized client databases ▪ Serve as a member of the organization's Speaker's Bureau ▪ Perform other duties as assigned
Qualifications	<p>Qualifications:</p> <ul style="list-style-type: none"> ▪ Master's degree preferred ▪ Degree in social services preferred ▪ Bachelor's degree required or equivalent experience in family violence considered ▪ Fully bilingual in English and Spanish highly preferred <ul style="list-style-type: none"> ▪ Knowledge of domestic violence ▪ Crisis counseling experience preferred ▪ Sensitivity to victims of domestic violence ▪ Appreciation of diversity and a sensitivity to people of varying lifestyles, ethnicity, and religious backgrounds ▪ Proficiency with PCs, databases, and word processing ▪ Dependable transportation
Salary/Hours	<p>Salary and Benefits:</p> <ul style="list-style-type: none"> ▪ Salary range is \$30,000-\$33,000 and is dependent on education and experience ▪ Downtown location with paid parking ▪ Paid health insurance

	▪ Full-time position
Employer/Agency	Aid to Victims of Domestic Abuse
Address	1001 Texas, Suite 600
City, State, Zip	Houston, TX 77002
Contact Person	Ruth Ann McElfresh
Contact Title	Director of Finance & Administration
Telephone Number	713 224 9911
Fax Number	713 715 6935
Email Address	ruthannm@avda-tx.org
Application Method	If you are interested in the position, please email your resume and cover letter to ruthannm@avda-tx.org . Phone calls and faxes will not be accepted. AVDA is an equal opportunity employer.
Opening Date	12/18/14

To post a job opportunity or if your response to this job posting results in successful employment, please email the GCSW Office of Alumni and Career Services at mswjobs@central.uh.edu with the hiring details of your new job opportunity. Thank you.

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