

<b>Job Title</b>	Residential Advocate
<b>Employer/ Agency</b>	The Bridge Over Troubled Waters
<b>Job Description</b>	Resident Advocate provides direct services to residents in a 100-bed emergency shelter setting for survivors of domestic violence, sexual assault and homelessness. Conduct initial residential intake and exits and orientate to emergency shelter. Document services provided to residents in compliance with grant guidelines. Answer 24 hour hotline to provide telephone assessments to include crisis intervention, information and referrals. Assist Food Services staff in supervision of residents' preparation and serving of meals. Manage the daily activities of emergency shelter by assigning chores, supervising chores, ensuring that emergency shelter rules and policies are adhered to by residents and cleaning facility as needed. Provide orientation to volunteers and new staff. Serve as mediator to assist residents with conflict resolution skills. Oversee the safety, security and general welfare of residents and facility during assigned shift
<b>Qualifications</b>	High School Diploma/GED required; Associates or Bachelor's Degree highly desired. Bilingual English/Spanish required; reading/writing and translating for shelter residents and co-workers. One-two years' experience providing direct care in social services or residential setting with at-risk clientele preferred.
<b>Salary/Hours</b>	Must be able to work flexible schedule; primarily Sunday through Thursday overnight shifts, from Midnight to 8:00AM. \$31,200 annually
<b>Employer/Agency</b>	The Bridge Over Troubled Waters
<b>Address</b>	3811 Allen Genoa Rd.
<b>City, State, Zip</b>	Pasadena, Texas 77504
<b>Contact Person</b>	Aja' Hackett
<b>Contact Title</b>	Executive Manager
<b>Telephone Number</b>	713-472-0753 ext. 243
<b>Fax Number</b>	713-472-8759
<b>Email Address</b>	<a href="mailto:ahackett@tbotw.org">ahackett@tbotw.org</a>

<b>Application Method</b>	A resume and cover letter that includes the title of the position applied for should be submitted to (hr@tbotw.org)
<b>Opening Date</b>	The position is currently open until filled

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](mailto:mswjobs@central.uh.edu) with the hiring details of your new job opportunity. Thank you.