



COUNSELOR/ADVOCATE – GREENHOUSE SHELTER

ABOUT GREENHOUSE SHELTER

CAWC's Greenhouse Shelter is the oldest and one of the largest emergency domestic violence shelters in the city of Chicago. Open 24 hours a day, 365 days a year, the shelter has 42 beds and typically operates at full capacity. Residents may stay at Greenhouse for up to 120 days. The shelter provides core domestic violence services including the following: safe refuge; a 24-hour crisis line for those seeking immediate assistance related to domestic violence; lethality assessment and safety planning; individual and group counseling for both women and children; specialized trauma services with a licensed therapist; legal advocacy, including that of assisting victims with obtaining an Order of Protection against their abuser; life skills development; and connections to critical community resources such as affordable housing, TANF and SNAP benefits, and health insurance, allowing survivors of abuse to regain independence and control of their lives. In addition to being the oldest domestic violence shelter in the city of Chicago, Greenhouse is well-known for its ability to provide culturally competent services to women and children from a variety of backgrounds, offering a multicultural, multilingual staff versed in trauma-informed service provision.

ABOUT THE POSITION

Counselor/Advocates at Greenhouse Shelter provide comprehensive direct service to women and children served by CAWC's domestic violence shelter, including shift coverage, enforcement of shelter policies, facilitation of cooperative living among residents, and coordination of group recreational and educational activities. This is a full-time, exempt position that collaborates with the team of shelter staff to provide high-quality services to women and children residing at Greenhouse Shelter. The position reports to the Shelter Director and may work closely with volunteers who assist in providing shelter coverage. Specific responsibilities include those outlined below.

Responsibilities:

1. Provide counseling, advocacy, information, referral and emotional support to crisis line callers, walk-in clients and Greenhouse Shelter residents.
2. Act as primary Counselor/Advocate to designated resident families. Responsibilities include: orientation to the shelter; development of service plans; providing and planning direct services; and networking with other direct service providers to meet client needs.
3. Share shift coverage responsibilities as scheduled. Includes answering business and crisis line calls, telephone and face-to-face shelter intakes, responding to resident requests, providing direct services to residents and walk-in clients, administering house policies, responding to emergencies, assisting and working collaboratively with volunteers on-shift, and facilitating resident meetings as scheduled or needed.
4. Complete client and program-related records to document eligibility and service provision for a variety of data needs and funder requirements; oversee assigned client records to ensure completeness; and complete program reports as required.
5. Coordinate with other Counselor/Advocates to ensure continuity and quality of client service.
6. Provide on-call coverage on a rotating basis.
7. Represent CAWC at various community outreach and education events, as appropriate.
8. Participate in volunteer/staff trainings upon request.
9. Other responsibilities as assigned.

Qualifications:

1. B.A. in social services (or related field) or minimum two years of experience working with women and/or children, preferably in a women's shelter or walk-in program.
2. Dedication to empowerment of women and children, as well as a commitment to and understanding of anti-oppression and social justice work.
3. Excellent interpersonal and communication skills (written and verbal).
4. Demonstrated ability to work independently and cooperatively.
5. Capacity to work effectively with others of diverse ages, languages, races, ethnicities, sexual orientation, religious beliefs, mental/physical abilities, and socioeconomic status.
6. Availability to work a flexible schedule that may include evenings, nights, weekends and holidays. One of the two open positions is intended for an overnight Counselor/Advocate.
7. Highly preferred: Bilingual/bicultural; familiarity with community resources; crisis intervention experience; completion of 40-Hour Domestic Violence Training at an ICDVP approved site.

WHAT WE OFFER

CAWC offers excellent benefits, a commitment to ongoing learning, and an opportunity to make a lasting difference in the lives of women and children.

TO APPLY

To apply for this position, please send both a cover letter and resume via e-mail with the subject "Greenhouse Counselor/Advocate" to Kesha Larkins, Associate Director @klarkins@cawc.org.

ABOUT CAWC

In 1976 a landmark meeting was held in Chicago to address the crisis of violence against women. This gathering resulted in a task force that ultimately became Chicago Abused Women Coalition (CAWC). In 1977, CAWC then established the city's first 24-hour domestic violence hotline and in 1979 opened Chicago's first shelter for battered women and their children.

Over the years, CAWC has evolved in response to changing needs. Throughout the 1980s and 1990s, the organization expanded programs to include community-based outreach services to adults and specialized intervention services with children. To reflect the expanded scope of its services and its goals for the future, CAWC in 2008 changed its name to *Connections for Abused Women and their Children*, maintaining its recognizable acronym, while signaling its commitment to programming for both women and children affected by domestic violence.

Today, CAWC continues to demonstrate leadership in addressing domestic violence in Chicago, providing life-saving assistance to more than 1,000 women and children each year. Known for its innovative and effective programs and partnerships, CAWC continues to operate its 24-hour crisis line and 42-bed shelter (Greenhouse), as well as the following: the Hospital Crisis Intervention Project (HCIP), based at both John H. Stroger Jr. Hospital and Northwestern Memorial Hospital, offers not only crisis intervention to victims at the time they seek healthcare, but also trains physicians on appropriate screening for domestic violence; the Humboldt Park Outreach Program (HPOP), a walk-in program that provides individual and group counseling to women and their children, along with enhanced therapeutic services for children; and domestic violence education and support for women seeking substance abuse treatment at Haymarket Center.

CAWC is a 501(c)3 designated non-profit organization governed by a Board of Directors with an operating budget of approximately \$1.7 million. CAWC enjoys a broad base of support from governmental entities, corporations, foundations, United Way and individuals. Staffed with multilingual, multicultural advocates, CAWC is well-known for providing a safe place for women and children from a rich variety of cultures and backgrounds.