



*Bangor Office: PO Box 653  
Bangor, ME 04402  
(207) 945-5102*

*Dover-Foxcroft Office: PO Box 192  
Dover-Foxcroft, ME 04426  
(207) 564-8166*

## **Part-Time or Full-Time Shelter Advocate**

Partners for Peace, the domestic violence resource center serving Penobscot and Piscataquis Counties, invites applications for a Bangor-based Shelter Advocate. The ideal candidate is caring, dependable, enjoys working in a team, and is passionate about supporting survivors of domestic violence. We offer generous benefits and a supportive and flexible workplace. This is an entry-level position with significant opportunities for on-the-job training and professional growth.

**Open Position:** Shelter Advocate

**Classification:** Non-Exempt (Hourly)

**Work Hours:** Both part-time and full-time options available for this position; most work will occur during nights (i.e. 5-10pm) and weekends.

**Location:** Bangor

**Travel:** Frequent local travel required (Valid drivers' license and reliable transportation required)

**Pay/Benefits:** starting pay is \$16.83-\$18.32 an hour (\$35,000 - \$38,110 annually), depending on experience, and generous benefits including 100% employer-paid health and dental insurance, retirement matching, and paid time off, including 14 paid holidays annually (benefits are pro-rated for part-time employees).

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The **Shelter Advocate** provides individual advocacy, group support, and safety planning to shelter guests and assists with shelter operations. Shelter team members also support the organization's advocacy program by taking on-call 24-hour HelpLine shifts and providing in-person services (including occasional nights and weekends).

### **Essential Job Functions:**

- Provide non-judgmental, empathetic, survivor-centered advocacy and crisis-intervention services to individuals and families affected by domestic violence, dating abuse, sexual assault, stalking, and human trafficking
- As part of the shelter team, the advocate may perform intakes, provide transportation, support guest needs within the communal living environment, facilitate group activities, and assist with basic shelter maintenance
- Participate in helping to create and sustain a healthy, welcoming, and inclusive community for all guests and team members that prioritizes guest safety and well-being
- Perform accurate and timely database entry; maintain a working knowledge of area resources and referrals; and maintain strict confidentiality for all guests and survivors

### **Position Requirements:**

- Bachelor's Degree strongly preferred or relevant (work or life) experience
- Human services or crisis response experience preferred



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- Successful completion of the organization's 45-hour Core Comprehensive Advocacy, Intervention, Response, and Ethics Training for new domestic violence advocates
  - Demonstrated ability to communicate and engage effectively and respectfully with shelter guests, survivors, community partners, vendors, and co-workers
  - Willingness to work a flexible schedule, including nights and weekends
  - Ability to respond to changing priorities
  - Enthusiasm for engaging with underserved populations and marginalized communities
  - Understanding of the impact of community systems and institutions on people affected by domestic violence, strangulation, sexual assault, dating abuse, stalking, and human trafficking
  - Experience with or ability to learn a variety of software applications including, but not limited to Google suite, data programs, Microsoft Office 365 programs
  - Must be able to work in a fast-paced, non-smoking, trauma-informed, survivor-centered environment with the potential for stress
  - Must be able to do occasional lifting and transporting of materials.
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#### How to Apply:

Please submit a cover letter (be sure to specify interest in PT or FT and schedule availability), resume, and list of 3 references via email: [hiring@partnersforpeaceme.org](mailto:hiring@partnersforpeaceme.org); no phone calls please.

Applications will be reviewed as they are received with priority given to applications received by **July 22**. Positions will remain open until filled. Incomplete applications will not be considered.

#### Partners for Peace is an Equal Opportunity Employer, 2022

*Partners for Peace proudly celebrates all unique identities including, but not limited to; Black and Indigenous people and all people of color; women (trans and cis), intersex people, non-binary people, and men (trans and cis); young people and elders; poor and working-class people; people with disabilities; people with chronic mental health conditions; lesbian, gay, bisexual, asexual, pansexual people, and all others under the Q+ umbrella; monogamous and polyamorous people; immigrants and people with limited or no English proficiency; housed or unhoused people; and people of all faiths and traditions, no matter wealth, ability, intellect, sobriety, social status, or appearance. We acknowledge that this list is not all inclusive and will change as our knowledge grows.*