



Job description

Job description

The mission of Alternative House is to facilitate the creation of a society in which violence and oppression will no longer exist. As a means to this end, we offer access to shelter, support, children's programming, legal, housing, and community advocacy for all victims of domestic violence (and their children) who seek our help. We are committed to the empowerment of all victims toward self-sufficiency. We do not discriminate against any race, class, culture, age group or sexual orientation. In addition, we provide community education and support to reform societal attitudes that permit violence and oppression against anyone.

Position Summary: The Domestic Violence Caseworker Position will work with survivors of domestic violence who need safe, stable housing as well as supporting and addressing other needs as necessary. Using a trauma informed, survivor centered, and housing first model, this position will be critical to supporting survivors find meaningful resources.

Required Skills and Experience:

- Experience working directly with families/individuals, as well as survivors, in crisis providing case management, goal planning, advocacy, or similar service
- Computer literacy; Proficiency in the use of Microsoft office programs.
- Experience working with diverse populations, including those have experienced homelessness.
- Housing casework experience
- Ability to write and speak proficiently in Spanish preferred
- Experience with HMIS databases
- Ability to travel locally.

Primary Responsibilities:

- Maintain a caseload of clients, including single individuals and families, experiencing homelessness and/or fleeing from violence who are referred to our program for housing assistance.
- Create a case management plan with each program participant to address the steps needed to access housing
- Provide direct services to assist program participants in meeting their goals. I.e.: assist in completing housing applications, rapid re-housing documents, completing credit repair tasks, and addressing other barriers to accessing housing.
- Develop and maintain relationships with community partners who provide support to program participants and coordinate client services between multiple providers.
- Maintain accurate and thorough electronic files. Ensure required program documentation is maintained
- Provide mobile advocacy for clients to ensure all survivors have access to the available services, which may include meeting at partner agencies, library, coffee shop, or other safe and mutually agreed upon locations. Provide services in a trauma informed, survivor centered manner. Follow best practices including housing first, progressive engagement, and harm reduction.
- Provide advocacy and case management for survivors from program entry through housing stability as well as after housing placement
- Provide survivors with information about domestic violence and provide safety planning and referral information when requested
- Provide accompaniment to court, local police departments, and other appointments as needed
- Provide outreach to survivors engaged in other service programs and in strategic locations in the community to ensure services can be provided for hard-to-reach survivor
- Organize and facilitate support groups
- Maintain client files and records
- Perform all other duties as assigned by Supervisor

Job Type: Full-time

Salary: \$19.00 - \$21.00 per hour

Benefits:

- Dental insurance

- Health insurance
- Life insurance
- Paid time off
- Retirement plan

Schedule:

- 8 hour shift
- M/T/W/Friday 9:00 AM - 5:00 PM, Thursday 10:30 - 6:30 PM
- Weekend and evening availability is a must for occasional events

Ability to commute/relocate:

- Lowell, MA 01852: Reliably commute or planning to relocate before starting work (Required)

Benefits:

- 401(k)
- 401(k) matching
- Dental insurance
- Health insurance
- Life insurance
- Paid time off
- Retirement plan

Work Location: In person