



Position Title: IMPACT Youth Services Advocate
Exempt/Non-Exempt: FT Exempt
Title this Position Reports to: Director, Community Programs

Job Summary:

The IMPACT Youth Services Advocate supports Dee Norton's anti-trafficking efforts through providing intensive case coordination for minor victims of sex and labor trafficking. This position assists with the development and implementation of activities of the IMPACT Program (*Improving Multidisciplinary Partnerships to Address Child Trafficking*), the goal of which is to improve the multidisciplinary response to child trafficking. The IMPACT Youth Services Advocate works with multidisciplinary professionals to conduct intensive case coordination in facilitation of a collaborative, trauma-informed response to child trafficking. The IMPACT Youth Services Advocate provides orientation to clients on services available, establishes rapport and engages clients in assessment of needs using a strength-based approach, and also conducts safety planning as needed.

Job Details:

Case Coordination

- Ensure that high-risk youth receive a coordinated community response, with the client needs at the center of all multidisciplinary services.
- Work closely with multidisciplinary partners in the management of cases referred to the IMPACT Program to reduce duplication of services and to streamline service delivery.
- Manage, monitor and document case activity related to individualized care plans and treatment progress for youth in the IMPACT Program.
- Provide expert consultation to multidisciplinary professionals on Commercial Sexual Exploitation of Children (CSEC), trafficking and related issues.
- Act as a liaison between Dee Norton and its community partners involved in cases of CSEC/trafficking.
- Participate in Multidisciplinary Team (MDT) Case Staffings for CSEC/trafficking youth.
- Provide crisis support, safety assessment and/or other victim advocacy directly to high-risk youth, as needed and when appropriate.

Program Support

- Work with IMPACT Leadership to identify and address gaps and/or duplication of services for minor victims of trafficking in the community.
- Assist with the development, implementation, and ongoing activities of the IMPACT Program.
- Gather, maintain and document metric/data necessary for Program evaluation and for Dee Norton to meet any grant requirements.

Other Responsibilities

- Adhere to Dee Norton's Vision, Mission and Core Values.
- Attend appropriate training workshops and conferences.
- Ensure direct supervisor and/or the Executive Director is knowledgeable about any issues that impact the safety, functioning and management of Dee Norton.
- Attend departmental and organizational meetings.
- Meet any other needs as identified by the Executive Director and/or Leadership Team.
- Abide by federal and state confidentiality and privacy requirements, as well as all Dee Norton Policies and Procedures.
- Abide by and meet all grant requirements and objectives.

- Participate in a minimum of four public awareness programs and/or fundraising events annually on behalf of Dee Norton.

Requirements:

Background Experiences

- Master's degree required; preferred in social work, public health or other relevant social service field.
- At least two years' experience in victim advocacy which includes collaboration with community-based organizations and across multidisciplinary teams/systems.
- Working knowledge of community resources in the Lowcountry area.
- Other combinations of experience and education that meet the minimum requirements may be substituted.

Knowledge, Skills and Abilities (KSAs)

- Understanding of child abuse dynamics, commercial sexual exploitation, and current trends in the field of child maltreatment
- Demonstrated ability to excel in interpersonal communication and public speaking
- Demonstrated ability to work as a team member with a commitment to collaborative work; strong networking skills
- Demonstrated ability to manage complex and time-sensitive case issues; flexibility and strong problem-solving skills
- High quality written and verbal communication skills
- Strong organizational skills with a demonstrated ability to manage projects and events from conception through completion
- Strong computer skills with knowledge of Excel, Word, Outlook, and PowerPoint
- Ability to work independently, be self-directed and to take initiative
- Ability to work well in multicultural teams and with diverse constituencies

Competency Profile/Core Values Alignment

- Contribute to an environment of trust and mutual respect.
- Maintain a high level of personal responsibility and ownership.
- Ability to work as a team member with a strong commitment to collaborative work with both internal and external partners
- Demonstrated ability to establish and promote positive professional relationships, and actively contribute to creating a highly cooperative work environment
- Desire to continually improve, seek learning opportunities and increase individual and organizational capacity
- Ability to take initiative and manage multiple responsibilities with changing priorities and meet deadlines

Physical Requirements:

In this position an employee is frequently required to stand, walk, sit and reach with hands and arms. The employee must occasionally lift and/or move up to 15 lbs. Must be able to work on a computer and/or telephone for extended periods of time.

Employee Conduct:

It is the responsibility of every employee at Dee Norton to contribute to a positive work environment through: teamwork, positive, honest and effective communication, and professional interactions with co-workers, volunteers, clients and community partners.