



Job Announcement

PT Overnight Women's Shelter Advocate

Saint Martha's, a safe place for women fleeing domestic violence and their children, is currently seeking a part-time women's shelter advocate on our overnight shift, working Saturdays and Sundays from 11pm-7:30am. This position will also be asked to do very limited flexing of days to cover vacations for other overnight advocates. This will be an hourly position, \$30 per hour. Due to the residential nature of the shelter, this position is exclusively in-person.

The role of the Women's Shelter Advocate is to support and empower women as they work to build a new life, free from violence. Using a trauma-informed lens, this position works directly with women in shelter to provide crisis intervention, community referrals, basic necessities, and help maintain a clean and safe environment for residents.

This position would include the following duties:

- Responding to immediate needs of shelter residents
- Answering crisis hotline to provide crisis intervention and necessary referrals to callers
- Assisting with cleaning and organizing the shelter as time allows
- Being available for any current needs in the shelter during shift

Saint Martha's offers equitable pay commensurate with the work required. This position would not be benefit eligible. We work hard to recognize our employees and offer a considerate environment that values the quality of life of every person living and working at Saint Martha's. This position is eligible to participate in our 403(b) retirement plan, our EAP, and attend a variety of trainings offered at no cost to Catholic Charities federation employees.

Knowledge of issues impacting women and the dynamics of gender-based violence preferred. Successful candidates for this position will be flexible, empathetic, willing to work as part of a team, able to build rapport, understand healthy boundaries, and dedicated to the work of breaking the cycle of domestic violence.

Must be at least 21 years of age, have a car, and valid driver's license and insurance.

Please email resume and cover letter to:

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