

## **We're Hiring!**

New Hope Midcoast is the regional Domestic Violence Resource Center that offers support to people in Sagadahoc, Lincoln, Knox, and Waldo counties affected by domestic abuse, dating violence, and stalking. We also provide educational resources to assist our communities in creating a safer, healthier future.

We currently have an opening on our residential team for a second **Transitional Services Advocate** position. The Transitional Services Advocate is responsible for supporting individuals or families in our housing program by helping them to identify and work towards their goals to become self-sufficient. This person will also work with the three other members of our residential team to help clients navigate the housing system as well as other activities that support clients in safety planning with the goal of advancing New Hope Midcoast's capacity to achieve its mission related to the issues of domestic abuse, dating violence, and stalking. The Transitional Services Advocate will also work with clients outside of our residential program providing services such as crisis intervention, helpline coverage, safety planning, accompaniment to patients in a hospital setting, support group facilitation, legal advocacy, and providing information and referrals.

We seek a candidate who:

- Has effective listening, oral and written communication skills
- Displays good judgment
- Has experience working with adults
- Has experience with case management
- Is knowledgeable of local social services, housing, criminal justice, education, and health systems
- Is organized, with strong attention to detail and a structured way of approaching tasks
- Is punctual, dependable, and committed to the work
- Is respectful, kind, and empathetic
- Has basic computer skills (working knowledge of Microsoft and Google Suites helpful but not required)
- Is comfortable working independently with limited day-to-day supervision

## **Required Role on Helpline**

All advocates are required to provide on-call coverage for our 24-hour helpline including covering M-F and weekend daytime and overnight shifts, on a rotation, with frequency of shifts dictated by staffing and volunteer levels. On-call responsibilities include serving on the front lines to answer helpline calls as they come through, completing emergency shelter screenings, providing support and guidance for on-call volunteers, and seeking consultation from supervisors regarding complex calls. New Hope Midcoast fully trains all employees to fulfill this role, and additional on-call pay rates apply. When hiring, we consider if candidates will be a strong fit for our helpline, in addition to the role they are applying for.

## **Qualifications:**

- Relevant bachelor's degree, or equivalent combination of education and experience
- At least one year of work experience in a social service setting
- Possession of a valid and active Maine driver's license, a reliable vehicle, and adequate insurance

**Additional Job Information:**

- Full-time (40 hr) position is based in either Bath or Rockland, ME, with hybrid-remote options available
- Requires travel throughout our catchment area (with mileage reimbursement)
- This position has training requirements that may require this staff member to travel out of state for several days at a time once every 1 or 2 years.
- Salary starts at \$24/hr (commensurate with relevant experience), with additional compensation via stipend for completion of after-hours and weekend direct service work.
- Competitive benefits including a retirement program and health, dental, and vision insurance.
- Generous time off, including 13 federal holidays, 5 floating personal holidays and personal time off. Additional time off is earned after completion of after-hours and weekend direct service work.

**How to apply:** All applicants should submit a current resume and cover letter to: [hiringcommittee@newhopemidcoast.org](mailto:hiringcommittee@newhopemidcoast.org). Please add "Transitional Services Advocate" to the subject field. After reviewing applications, we will contact selected applicants for interviews. Applications are due by 9am on Monday, October 6.