



Immediate opening for Portland Site Advocate

Mission Statement: In collaboration with local partners and all affected by abuse, TTD creates innovative responses and mobilizes our community to promote safety and challenge systems of oppression and violence.

Job Summary: The Portland Site Advocate is responsible for providing services and supports to victims and survivors of domestic abuse with the goal of advancing TTD capacity to achieve its mission related to the issues of domestic abuse, dating violence, human trafficking and stalking. This position will be based at our outreach office in Portland, ME and will include regular work in the office as well as the Cumberland County Courthouse. This is a full-time (40 hours per week) hourly position. Compensation starting at \$15.50 per hour. TTD offers a generous benefit package for all eligible employees including health and dental coverage, earned time off, sick time, life insurance and pension.

ESSENTIAL DUTIES & RESPONSIBILITIES

- a. Provide safety planning, support, crisis intervention, court advocacy and information and referral to community resources to victims and survivors of domestic and sexual violence, dating violence, human trafficking, and stalking.
- b. Refer and link victims and survivors of domestic violence, dating violence, human trafficking, and stalking to all TTD services including but not limited to emergency shelter, groups, legal resources, face-to-face interactions.
- c. Work with all who reach out to TTD to support and improve their understanding of domestic and sexual violence, dating violence, human trafficking, and stalking.
- d. Working within the Portland Police Department and regularly with the Cumberland County justice system, engage with members of these systems to enhance their understanding of domestic abuse and use what is learned about these systems to inform TTD work with victims and survivors.
- e. Maintain up-to-date knowledge of Maine and Cumberland County's civil and criminal justice systems and tools to improve the safety of victims and hold offenders accountable.

EDUCATION, TRAINING, & OTHER QUALIFICATIONS

- a. Associate's degree or three years relevant professional experience
- b. Successful completion of TTD hotline training, and participation in on-going education and training (post-hire)
- c. Valid Maine driver's license and automobile insurance
- d. Satisfactory responses from government agencies to required background checks
- e. Knowledge of and sensitivity to issues of domestic and sexual violence, dating violence, human trafficking, and stalking
- f. Effective written and oral communication skills
- g. Basic computer competency



Through These Doors is seeking candidates who represent the diversity of the communities we serve.

To Apply: Send resume, cover letter, and 3 professional references to Through These Doors, PO Box 704, Portland, ME 04104 or email: jobs@throughthesedoors.org by 5:00pm on June 7, 2019.

All qualified applicants shall receive consideration for employment without regard to religious creed, race, color, age, gender, national origin, ancestry, physical or mental disability, or sexual orientation. Through These Doors is a nonprofit organization which receives funding from Maine DHHS, MaineHousing, local United Ways, Cumberland County, and your generous donations.