



Safety, Shelter & Support for Battered Women
& Their Children

JOB ANNOUNCEMENT - Full-Time Women & Children's Advocate

CVAN is a community-based grassroots feminist program in Concord that provides safety, shelter and support for battered women and their children. CVAN operates a 24-hour hotline; Shelter; peer counseling; court advocacy; support groups; children's program; teen program; transitional housing; women's jail program; community education and other types of advocacy. CVAN also operates a Thrift Store.

To Apply:

mail (PO Box 1749, Concord, NC 28026)

email (info@cvan.org) or fax (704.788.1109)

Send Cover letter and resume describing your experience and why you want this job. Please include your phone number and email address. No phone calls.

Duties Include:

- Providing direct services for battered women and their children.
- Answering the 24-hour hotline.
- Overseeing the Shelter during your shift, including handling any emergencies.
- Assisting with the responsibilities of operating, running and maintaining the Shelter.
- Interacting with the public.
- Other duties, as needed.

Hours / Schedule:

Tuesday – Saturday including some evening shifts each week.

Qualifications:

- Ability to perform all duties listed.
- Requires sensitivity to the issue of domestic violence; the ability to work with diverse groups of women and children; the ability to work under pressure; hardworking; honest; reliable; friendly; and respectful.
- Ability to work a flexible schedule, including working evening and weekend shifts.
- Must be able to bend, stoop, and do medium lifting and carrying; and be able to physically perform the basic life operational functions of climbing, reaching, standing, walking, lifting, fingering, grasping, talking and hearing.
- Must be able to independently operate a motor vehicle and possess a valid Driver's License. Must have reliable transportation.
- Experience in working with battered women not required. Intensive on-the-job training will be provided.

Salary:

\$12 - \$14/hour, depending on experience.

Reports Directly To:

Program Coordinator and Executive Director

Because CVAN values diversity, we welcome and encourage applicants from diverse backgrounds.