

Breaking Free: Founded in 1996, by Ms. Vednita Carter, Breaking Free provides housing, advocacy, direct services, education, job/life skills and hope to 400-500 sex trafficked women and children each year. Breaking Free is a leader in the state and throughout the country on the issue of human trafficking and is one of the only programs in the country providing holistic services to restore abused and exploited women and girls.

Position: Transitional Housing Advocate
20-25 hours per week

Job Description:

Advocacy Duties	70%
Facilitate Weekly Groups	10%
Reports	5%
Street Outreach	10%
Miscellaneous Duties as Assigned	5%

Advocacy Duties: Provide direct services to women/girls which include but are not limited to; one on one appointments, housing assistance, health care needs, transportation to and from appointments as needed, employment assistance, mentorship connection, legal advocacy, child protection advocacy, spiritual referrals, child care assistance, intervention with social service agencies as needed, development of case plans, follow-up services, CD referrals as necessary, referrals to psychological evaluation referrals, crisis case management as necessary, be available by emergency cell phone as needed, etc. Back-up Case Manager for Permanent Housing Program.

Currently Breaking Free manages three Transitional Housing Programs located in; Eden Prairie, St. Paul and South Minneapolis must oversee all programs.

Keep track of all women/girls who are court/probation referred to the Women's Program.

Provide Intakes

Facilitate Weekly Groups: Provide mandatory house meetings, and Sisters of Survival weekly educational support groups.

Reporting/Meetings: Complete program report forms and provide other progress reports as requested by Women's Program Manager.

Street Outreach: Provide weekly street outreach in targeted areas and in collaboration with other social services agencies when required.

Miscellaneous Duties: Miscellaneous duties could include a range of duties, which may include but are not limited to the following; covering for employees who are out ill, going to unexpected meetings, answering telephones, etc.

KNOWLEDGE, ABILITIES AND SKILLS:

- Comprehensive and thorough knowledge of women's issues (domestic and sexual violence, prostitution and addiction)
- Comprehensive and thorough knowledge of resources for victims of sexual exploitation
- The ability to communicate effectively with clients, staff and community members.
- The ability to establish and maintain positive, professional relationships
- Experience providing direct services to women and girls of color
- Ability to maintain detailed, accurate records and prepare documents and reports.
- Ability to provide individual and group support.

MINIMUM QUALIFICATIONS:

- Bachelor's degree in social services or a minimum two years experience in related field.
- Must be at least two years out of the life of prostitution.
- Ability to work with a diverse population of women specifically African American.
- Must have a valid driver license.

REPORTS TO: Executive Director

To apply, please send your resume and cover letter to Trisha Carter at tcarter@breakingfree.net or call 651-645-6557 with questions.