

# PRUDENCE CRANDALL CENTER

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*Empowering Healing & Hope since 1973*

## **JOB DESCRIPTION** **Part-Time Child Advocate**

### **About Prudence Crandall Center:**

- Established in 1973 in New Britain, we are the **oldest domestic violence program** in Connecticut and one of the oldest nationwide, our emergency shelter is the largest in the state.
- Today, we are **one of only a few agencies in the nation** offering the continuum of shelter, housing and support services needed to meet the complex needs of those who have experienced domestic violence, helping them move forward to safe, self-sufficient lives, free of violence.
- Our **40 staff members** experience a **work environment** that encourages healthy work/life balance, offers flexibility, and fosters team spirit, professional development, and creativity.
- Focused on our mission, we seek to **inspire others** who share the same passion for our cause. We are **committed to addressing and enhancing diversity, equity and inclusion** across our services, staff, and board. We are poised for continued success and excited about our future.
- **The impact we are having** in the lives of our clients and their children **is inspirational** and provides the motivation we need to continue our work to end domestic violence.

### **About this position:**

This position addresses the specific needs of children and strengthens the bond between parents and children by providing advocacy, individual counseling, support groups, recreational and educational activities, prevention education, parenting skills support, and related services to children and their mothers/fathers who are affected by domestic violence.

### **Qualifications:**

- Bachelor's Degree preferred, but not required
- Minimum of 2 years' experience working with children in a social service, day care, or educational context is required
- Previous experience in counseling/case management
- Diversity, inclusion, and racial equity experience
- Demonstrated creativity, initiative, maturity, and a passion for kids of all ages
- Strong interpersonal and communication skills, ability to work independently, and a commitment to ending domestic violence

Local travel necessary, reliable transportation required.

### **Responsibilities:**

- Provide age-appropriate support and education related to child victims/survivors of domestic violence. For example:

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- Creatively engage with the children to encourage participation and respond to their need for socialization and to be heard
- Provide/organize activities such as a homework assistance club, arts & crafts, recreational activities, etc.
- Provide/organize support group childcare that offers meaningful opportunities for engagement
- Share observations and reflections with parents and staff as needed and document each interaction in Client Database
- Support the work of the Children's Services Coordinator and other program staff
- Engage volunteers, interns and community partners as needed

## **General and Related Responsibilities:**

- Ensure care and maintenance of the playrooms
- Assist in Center operations as requested
- Participate in staff trainings/meetings
- Acquire and maintain certification as a Domestic Violence Counselor
- Represent the Center at community meetings as requested
- Attend CCADV meetings/trainings as required
- Assist in fundraising and community awareness activities
- Record and compile statistics as required
- Perform related duties as required and/or deemed necessary

This position is part-time, 20-hours per week. Schedule is generally afternoons and evenings and includes some Saturdays to meet the needs of the children. The position is non-exempt from the provisions of wage/hour laws. This position is supervised by the Director of Residential Services.

Prudence Crandall Center, Inc. is an equal opportunity employer. All employment is at will and no employment contract shall be construed from any action, document or statement of the employer.

To apply for this position, please send your resume & cover letter to Sarah Barry at [sbarry@prudencecrandall.org](mailto:sbarry@prudencecrandall.org)