



### **On Call Crisis Intervention/Shelter Assistant - All shifts**

The Crisis Intervention/Shelter Assistant facilitate the daily operations and overall structure of the residential component of the shelter within these major components: interaction with the women and children and documentation of such, providing basic needs, safety and security, teamwork and agency responsibilities. Overall, the Advocate's role is to facilitate a safe, structured, educational environment conducive to facilitating life changes with Residents.

#### **Qualifications for the Position:**

**Required:** Excellent interpersonal skills and needs assessment, proven multi-tasking abilities, Ability to thrive in an emotionally stressful environment while remaining calm, outstanding follow-up skills, Prior experience in a position that needed attention to detail

#### **Preferred but not required:**

- Minimum of 1-3 years' experience working in public or social service organization
- Knowledge of domestic violence related issues and philosophy
- Understanding of the effects DV has on survivor's thoughts and behaviors
- Prior Crisis Intervention experience
- Knowledge of city, state and federal domestic violence service systems, policies and issues
- Outstanding computer skills: data entry and Excel

Please send Resumes to Amy O'Hearn, Operations Manager, at 317.386.5051 or [aohearn@shelteringwings.org](mailto:aohearn@shelteringwings.org)