

**HOMELESSNESS RESPONSE COUNSELOR/ADVOCATE**  
**Berkshire County-wide, based in Pittsfield**

*Elizabeth Freeman Center (EFC) seeks a tenacious Housing and Economic Counselor/Advocate to help homeless survivors of domestic and sexual violence - in EFC's shelter and other community shelters and sites - build safety, stability and economic independence.*

**Primary Responsibilities:**

- Assist survivors in securing affordable and safe housing through the full range of subsidized housing programs;
- Provide specialized supports and financial advocacy to help survivors achieve income and resource maximization, housing stability, preservation of homes and securing new safe homes, career development, continuing education, etc.;
- Connect participants with community resources such as legal aid, RAFT, HomeBASE, LIHEAP, SSI, SSDI, PASS program, TAFDC, SNAP, local funds, etc.; (applicants do not need to already know about these programs, EFC provides extensive training. We are looking for a quick learner passionate about making the system work for the people who need it most)
- Provide transitioning services to survivors relocating from shelter to community homes;
- Provide individual and group counseling to support survivor recovery;
- With EFC's housing team, oversee use of housing stabilization funds in paying arrearages, relocation expenses, safety features, short-term rental subsidies and other necessary expenses;
- Develop expertise and strong networks with anti-poverty and housing coalitions and groups;
- Provide in-house back-up to other EFC staff to explore strategies to avert crisis for their clients;
- Offer counseling, advocacy, crisis response, information, and referrals for survivors who call EFC's Hotline or walk in to the central county office, and help coordinate Hotline coverage and data entry;
- Contribute to outreach and collaboration efforts, including: liaising with community partners, disseminating program outreach materials, and tabling at community events;
- Attend agency meetings and trainings, maintain professional boundaries with individuals receiving EFC services, maintain excellent records in agency database, and adhere to strict guidelines to ensure client confidentiality; and
- Complete all other duties to further EFC's mission and to ensure that survivors are safe and are provided with professional, empathetic, affirming services within the context of the agency's mission and consistent with grant and legal requirements, such as acting as back-up on its 24/7 physical response team with additional compensation.

**Preferred qualifications:**

- Demonstrated commitment to economic justice for survivors, including combatting economic victim blaming and understanding the ways violence contributes to poverty and homelessness
- Fierce advocacy skills

## 24-hour Hotline 1-866-401-2425

*free and confidential*

- Demonstrated commitment to providing survivors of domestic and sexual violence with holistic, accessible, trauma-informed, strength-based victim services and advocacy
- Demonstrated commitment to providing affirming, culturally relevant services to marginalized survivors (including survivors who are limited English proficient, LGBTQ, of color, rural, immigrants, and/or living with disabilities)
- Bilingual (English/Spanish) strongly preferred
- Ability to work well as part of a team, and to work effectively with community groups
- Effective written and spoken communication, and proficient computer skills
- Must successfully pass Criminal Record Check-CORI and have valid Massachusetts driver's license and reliable transportation.

### **Work Hours:**

40 hours per week. Some evening and weekend work for outreach and advocacy activities. EFC has remained open, but some staff have transitioned to remote work during COVID-19.

### **Compensation and benefits:**

Elizabeth Freeman Center is committed to working for economic and social justice for staff as well as clients and believes in offering all staff: competitive salary, excellent benefits, engaged and dedicated colleagues, training and education in best practices, career development opportunities, openness to innovation, and the opportunity and resources to do meaningful, impactful work. Wages begin at \$18/hour with increments for bilingual fluency and special skills, plus a year-end stipend that typically ranges from \$1,000 to \$1,300.

### **Applying:**

To apply, please send cover letter and resume to [jobs@elizabethfreemancenter.org](mailto:jobs@elizabethfreemancenter.org). Deadlines are rolling until position has been filled.

*EFC is an Affirmative Action/Equal Opportunity Employer. Survivors of domestic or sexual violence, people of color, people with disabilities, people who are bilingual/bicultural, and members of the LGBTQ community are strongly encouraged to apply.*