JOB DESCRIPTION

Position:	**House Advocate**
Reporting to:	House Manager
Work Centre:	SEEDS House (Brant County)
Compensation:	$17.20/hr for sleep shift, $20/hr for awake shift
Shifts:	Part time: 12 hr Sat/Sun shift, day or night, or weeknight shifts 9pm-9am
Start date:	July 2025

We are a faith-based organization dedicated to supporting and strengthening women leaving a trafficking situation. SEEDS provides innovative and transformative services through a residential program with a team of caring and dedicated staff and volunteers in an 8-bed home, operating from 5 Core Values:
Balance, Communication, Gratitude, Collaboration, Ownership

Position overview

Reporting to and working collaboratively with the House Manager, the House Advocate is responsible for providing support to survivors of sex trafficking and exploitation in our residential program, alongside volunteers.

Primary duties and responsibilities

- Oversee residents to ensure a congenial and cooperative learning environment
- Communicate with House Manager or Program Manager when residents are unable/unwilling to follow home policies and procedures.
- Chaperone some group-sponsored trips and social functions.
- Maintain established schedule for residents.
- Oversee outside chores of each resident - feeding the chickens, mowing grass, yard work, etc
- Oversee inside chores to each resident - daily tidying and cleaning of the home, as well as monthly deep cleaning.
- Mediate mild interpersonal problems between residents.
- Communicate with House Manager to resolve significant problems with individual residents.
- Ensure that residents are accounted for and are safe and secure.
- Enforce rules and regulations to ensure safety.
- Provide emergency first aid and minor medical assistance when necessary.
- Attend meetings and trainings requested by the House Manager.

- Some case management.
- Must have G license and access to a vehicle at all times.
- Other duties as assigned.

Education and Experience

- Bachelor's degree in Social Work, Criminology, or other behavioural science preferred.
- Participate in continuing education standards that include a minimum of eight hours of training per year in trauma, substance abuse and sex trafficking.
- One to two years' experience managing others is preferred, as well as experience in a licensed substance abuse treatment program, trauma informed care program, post-traumatic stress program OR any equivalent combination of training and experience which provides the required knowledge, skills, and abilities.
- Experience working with survivors of sex trafficking is preferred.
- Experience working in cross-cultural settings is an asset.
- Clean driving record.