



Sokaogon Chippewa Community

3051 Sand Lake Road, Crandon, WI 54520

Phone: (715) 478-7500 * Fax: (715) 478-5275

www.sokaogonchippewa.com



Position: Emergency Housing Manager
Salary: Commensurate with Education/Experience
Hours: Full-time – 40 hours/week – 12:00pm – 8:00pm
Location: Brighter Days VOCA Building

Job Summary: *The Emergency Housing Managers primary responsibilities will be to provide advocacy and support to victims of abuse and their families. The Emergency Housing manager assists with the day-to-day operations of the Brighter Days programming. Responsibilities include coordinating and implementing child advocacy activities. These duties include developing and implementing trauma-informed children's programming, services, and advocacy for children and families at Brighter Days.*

Duties/Responsibilities:

- Provide advocacy, support, and coordination of services to children, youth and families who have experienced Intimate Partner Violence, based in developmentally appropriate and trauma-informed practice.
- Coordinate children's services with other community agencies providing services to children and their families.
- Responsible for supervision of residential shelter staff as needed
- Coordinate advocacy needs, information and referral services for Brighter Days clients.
- Facilitate activities/groups for the children of the Brighter Days clients
- Provide ongoing advocacy based counseling and safety planning
- Provide on-call duties such as transportation, crisis intervention and advocacy as needed
- Be willing to participate in appropriate training, staff development for job enhancement and skill development.
- Support incorporation and use of Native American Culture and traditional activities within the program whenever appropriate.
- Attend weekly wrap-around staff meetings
- As available, provides coverage for the 24-hour crisis line and staffs
- Performs other duties as assigned by management.

Qualifications:

- Associates degree in social services or human services field **PREFERRED**
- OR two + years of direct human services experience including one + year with domestic abuse survivors and their families
- Strong interpersonal skills and organizational skills, including the ability to work as part of a team and effectively communicate with adults and children
- Skilled in working with sensitive issues and commitment to respecting the confidential nature of the programs
- Willing to attend and travel for training
- Must have a valid driver's license

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Pre-employment/random drug tests and a background check will be required for this position.
Native American preference is granted according to PL 93-638

Submit completed applications and resumes to:

Sokaogon Chippewa Community

Human Resources Department

3051 Sand Lake Road

Crandon WI 54520

(715) 478-7663

Email: hr@scc-nsn.gov

Posting Date: June 12, 2024

Closing Date: Until filled

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