

## Gateway Center Navigator/Advocate Internship

College to County Intern 2022 - Department of County Human Services/ Domestic and Sexual Violence Coordination Office/ Gateway Center for Domestic and Sexual Violence Services

---

**Pay Rate:** \$22 per hour

**Job Type:** Temporary College Intern

**Duration:** Summer 2022

**Hours:** 30 - 40 hours a week

**Telework:** *Currently, this is a fully remote position. It may move to a hybrid, or in person position depending on the circumstances*

**Physical Location:** *If working in person, the location is the Gateway Center: 10305 East Burnside Street, Portland, OR 97216 (102nd and East Burnside St)*

**Does This Position Require Driving a County Vehicle? If so, please explain why and frequency:** N/A

---

### What Does The Gateway Center Intake Team Do?

The Gateway Center is multi-disciplinary agency that serves survivors of intimate partner violence and sexual assault as well as their children.

*The Gateway Center provides short-term triage and crisis response to all survivors of domestic and sexual violence who reach out to us for help. We currently provide all services telephonically including crisis response, safety planning, danger assessment, restraining order facilitation, information and referrals along side a wide variety of partners including the Oregon Department of Human Services, Legal Aid services of Oregon, Oregon Crime Victims' Law Center, Disability Rights Oregon, Disability Awareness Resource Team, the YWCA's Housing Program, Lifeworks NW therapy services and Impact NW Parent/ Child Therapy services, among many others. We are the first point of contact for many survivors seeking services from the wider continuum of domestic and sexual service providers in Multnomah County.*

### Internship Description:

*Interns who join the Gateway Center Intake Team will receive extensive training in order to provide comprehensive advocacy services to survivors of domestic and sexual violence. Once trained, interns will be working with survivors providing direct advocacy*



*and also connecting them with other services and resources that they need. Many of these calls will involve the facilitation of restraining order paperwork as well as helping survivors to address their emergency housing needs. Interns will be supported by all members of the Gateway Center Intake Team, and will never work without deep support from professional team members. That said, the role involves exposure to traumatic information and events and candidates should assess their ability to provide crisis services prior to application. If this position interests you, but you still have questions, please do apply and we can provide additional detailed information about the job duties and context.*

Responsibilities include:

- *Deliver trauma-informed and survivor-centered services to survivors of domestic violence and sexual assault*
- *Exercise trauma-informed communication in person and over the phone*
- *Conduct comprehensive safety planning and danger assessment*
- *Work in collaboration with survivors to determine and address their needs*
- *Make appropriate referrals*
- *Assist participants with filing protective orders*
- *Assist participants with filling out housing assessments (Safety Stabilization Assessments “SSAs”)*
- *Other duties as assigned*

### **Education and Experience Qualifications:**

- *Expresses warm, caring, and friendly attitude towards community members (ability to treat others with respect and have a customer service orientation)*
- *Ability to respect and maintain confidentiality*
- *Willing to train up to be a domestic/ sexual violence advocate (Complete DV 101 and other mandatory training)/ on the job training provided*
- *Willingness to work with community members experiencing crisis/ trauma*
- *Knowledge of systemic oppressive systems including racism, capitalism, patriarchy, homophobia, ablism, xenophobia, etc. Willingness to take responsibility for personal bias and seek to not allow biases to influence service delivery*



- Interest in and Ability to work with survivors from diverse cultural and economic backgrounds
- *Good team player/ willingness to ask questions and engage in continuous learning/* Ability to collaborate with the Gateway Center Intake Team, Other Navigators and Community Partners
- *Ability to meet deadlines and pay attention to details*

**COVID-19 Vaccination Requirement:** To protect the health of the community and employees, Multnomah County requires employees to be fully vaccinated against COVID-19 or have an approved medical or religious exception as a qualification of employment.

The rule applies to all employees, as allowable by law. Candidates who receive an offer of County employment must provide proof of vaccination upon hire or submit an exception request prior to their start date.

**Veterans' Preference:**

Under Oregon Law, qualifying veterans may apply for veterans' preference for this recruitment. Review our [veterans' preference website](#) for details about eligibility and how to apply.

For veterans qualified for Veterans' Preference: If you believe you have skills that would transfer well to this position and/or special qualifications that relate to this position, please list those skills and/or qualifications.

**Accommodation under the Americans with Disabilities Act:** We gladly provide reasonable accommodation to anyone whose specific disability prevents them from completing an application or participating in this recruitment process. Please contact the recruiter below in advance to request assistance. Individuals with hearing or speech impairments may contact the recruiter through the Telecommunications Relay Service by dialing 711.

**Application Instructions:**

Please fill out and submit an application for this position through the form also located on this [website](#). The deadline for submitting an online application is April 3, 2022.