

Position Description: Intake Advocate

About ALIGHT

ALIGHT (Alliance to Lead Impact in Global Human Trafficking) exists to unlock a fresh start for human trafficking victims and survivors. Founded as a 501(c)(3) nonprofit organization in Colorado in 2015, ALIGHT connects survivors' diverse and multi-jurisdictional legal needs to untapped expertise in the legal community in Colorado and nationally. ALIGHT works with social service providers and community organizations that support different vulnerable populations in order to help the human trafficking survivors they serve connect to the right attorney - at the right time.

ALIGHT's leadership in pioneering and implementing an innovative model for legal services delivery for survivors (think: Lyft app for specialized pro bono services) has been nationally and internationally recognized. In 2020, the American Bar Association passed Resolution 113 that promoted the need for the innovative tech-based model that ALIGHT has established in Colorado. In 2021, the Freedom Collaborative, a platform for global anti-trafficking efforts, recognized ALIGHT's model as unique in the world. ALIGHT has been invited to present this innovative work at the 2017 United Nations Conference on the Status of Women's human trafficking event, the Princeton Center for Information Technology Policy and the Freedom Network.

We are seeking individuals who are highly talented, passionate and thrive in an entrepreneurial culture that values justice, collaboration, innovative solutions with impact and a multidisciplinary approach to the injustices of human trafficking. For more information, please visit www.alightnet.org.

About You

If you are looking to

- Work with other passionate professionals to fight for the rights of human trafficking survivors to unlock a fresh start.
- Contribute your skills, experience and compassion through a flexible, remote arrangement; and
- Develop expertise working at the intersection of law, technology and human trafficking.

Then you have found the right place.

To Apply

Please email your resume and cover letter to Marianna Kosharovsky (Executive Director) at connect@alightnet.org, and indicate "Intake Advocate" in the subject line.

Position Description

This position is an opportunity for a social worker or social work candidate who is passionate about ending human trafficking to work closely with the legal community to fight for survivors' rights. The Intake Advocate provides critical support for our warm line for human trafficking survivors. In this role, the Intake Advocate works remotely to screen (by phone) for human trafficking and other eligibility requirements, triage with referrals to community resources for non-legal needs, identify legal issues and post survivors' requests for legal help through our app. Once attorneys respond to requests on the apps, the Intake Advocate helps the survivor connect to the attorney for the pro bono advocacy, counsel and/or representation requested, as well as conduct follow-up where needed. This role is central to serving the most vulnerable and bridging the gap to meet their legal needs.

The Intake Advocate will receive ongoing training in trauma-informed practices, standard procedures, data entry and specialised legal education in order to provide the highest level of legal information and community resource referrals under the supervision of the Executive Director. The Intake Advocate will have the opportunity to consult with an experienced Intake Advisor and Survivor Leader where needed.

The Intake Advocate joins the program team on a part-time basis of 8 up to a maximum of 25 hours per week at \$22 per hour. Responsibilities include working remotely to conduct outreach, on-boarding and follow-up with attorneys. This position works closely with the Executive Director, Legal Associate, Program Associate and Intake Advisor. Strong work ethic, proactive attitude and comfort with working remotely required. LCSW, MSW or MSW candidate preferred. Fluency in Spanish a plus. This is a independent contractor position that depends on grant funding beyond 2022.

Qualifications

- Has completed a BSW, LCSW, MSW or MSW candidate preferred.
- Holds at least 1+ year in prior intake experience and/or prior experience working in legal aid, the court system, a law office or agency that serves vulnerable populations.
- Fluency in Spanish a plus.
- Received trauma-informed training.
- Passionately advocates for justice and survivor-centric solutions for vulnerable groups and individuals.
- Willing to provide a background check before starting employment (we welcome pre-disclosure and discussion regarding any sensitive information)
- Strong verbal and written communication skills, including strong data entry and typing skills.
- Availability for weekly or biweekly team meetings via video conference.
- Ability to learn and retain new information quickly.
- Strong organizational and time management skills.
- Ability to be flexible and adapt to various client situations and changes in program procedures.
- Ability to manage stress and identify self-care as needed.
- High level of attention to detail and accuracy.
- Ability to analyze and problem solve quickly.
- Strong interpersonal skills Has proven ability to work well independently, innovate, problem-solve, collaborate and meet deadlines.
- Holds sincere commitment to work collaboratively with all constituent groups, including staff, board members, advisory council, volunteers, donors, program participants and other supporters.
- Comfort in an entrepreneurial environment and proficiency with mobile technology, remote working tools and Google applications. Has secure internet connection.
- Proven and demonstrable track record of success working in related industry/sector.

Benefits

- Gain real-world professional experience that expands your current knowledge of human trafficking and survivors' diverse legal needs.
- Receive trauma-informed care training.
- Learn and directly participate in the implementation of innovative technology solutions to human trafficking problems.
- Build and maintain a strong network of victim services professionals in Colorado and nationally.
- Strengthen your resumé with operational and entrepreneurial experience.
- Obtain potential references for future career opportunities.
- Maintain a flexible work schedule.
- Implement your own skills and ideas into a sustainable legal program.

Diversity

ALIGHT is committed to serving the needs of diverse trafficked persons. Further, ALIGHT is committed to developing an inclusive work environment where diversity of background, thought, style, culture and skill is valued in support of individual performance and potential, as well as our strategic goals and mission. ALIGHT does not and shall not discriminate on the basis of race, sex, religion, creed, age, national origin, alienage, marital status, sexual orientation, gender identity and expression, disability or any other legally-protected characteristic, in any of its activities or operations. These activities include, but are not limited to, provision of services. We are committed to providing an inclusive and welcoming environment for all members of our beneficiaries, volunteers, subcontractors and vendors.

Disclaimer

This position description indicates in general terms, the type and level of work performed as well as the typical responsibilities of team members in this classification and it may be changed by senior management team at any time. Other duties may also apply. Nothing in this job description changes the at-will employment relationship existing between ALIGHT and its team member. Distribution of this item outside of ALIGHT without an authorized release is a violation of ALIGHT policy.