



Outreach & Housing Advocate Job Announcement

Skagit Legal Aid expands access to the civil justice system for historically underserved communities and eliminates barriers that perpetuate injustice, poverty, and racism.

We are seeking a passionate person to join our team as an Outreach & Housing Advocate to engage with the local community and provide case management and social services to support positive case outcomes. Candidates must be willing to regularly engage with the community to be served.

General Duties

A successful **Outreach & Housing Advocate** will be able to:

- Engage with communities and conduct in-person visits to community centers, farms, and schools and other places with a focus on local Indigenous, Hispanic, and Latino families.
- Develop and maintain collaborative relationships with social service providers, client groups and other community resources serving tenant communities.
- Understand the fundamentals of Individual Taxpayer Identification Numbers (ITINs), emergency Rental Assistance Programs, and other public benefits and how to communicate them simply to clients.
- Participate in legal education workshops and events for clients and community partners to build trust, educate and empower community members to exercise their civil legal rights.
- Assist in the development and distribution of a wide variety of messaging, video digital, and other outreach materials that are culturally and linguistically appropriate.
- Maximize the amount of public benefits clients can receive by determining eligibility for a variety of services such as food, cash, child care, long-term care, and Medicare savings programs using the Washington Connection website;
- Assist staff and volunteer attorneys provide legal assistance by interviewing clients, drafting forms, and organizing information in both physical and electronic files.
- Represent Skagit Legal Aid in the community, attend outreach events, network with other service providers, make appropriate referrals for legal assistance.
- Complete outreach reports and maintain records of outreach activities.

Qualifications

- Spanish language proficiency is required; ability to also speak Mixteco or Triqui is highly preferred.
- Demonstrated commitment to social justice and antiracism.
- Should be culturally competent and have demonstrated commitment or experience working with low-income client communities, communities of color, limited English speakers or persons with disabilities.
- Strong interest in conducting outreach is required.
- Ability and willingness to travel around Skagit. Whatcom, San Juan, and Island Counties and reliable transportation is required.
- Willingness to occasionally work evenings and weekends is required.
- People of color, LGBTQ+ people, and those from tribal, indigenous, or farmworking communities are strongly encouraged to apply.
- Must possess or be eligible to obtain a valid Washington State Driver's License.

Compensation

Starting salary is based upon experience, with an annual salary range starting at \$52,000.00 (\$25.00 per hour).

Benefits include a Qualified Small Employer Healthcare Reimbursement Account which covers health, dental, and vision insurance premiums and other health care expenses, retirement investment plan with employer contribution after one year of service, professional development opportunities, paid vacation and sick leave and more.

Work Environment

Our typical client office hours are 9:00 – 5:00, Monday through Friday. We are located in Mount Vernon, Washington. This will be a hybrid position with the opportunity to work from home, in office, and across Skagit, Whatcom, San Juan, and Island Counties.

To Apply

Please submit your resume and a letter expressing why you are interested in this position to director@skagitvlp.org.

Application Deadline

Applications will be accepted until the position is filled.

SLA has adopted the Washington Race Equity and Justice Initiative (REJI) and is organizationally committed to fight racism and to incorporate equity and inclusion in our advocacy work and our internal systems and work environment. SLA expects all staff to uphold the REJI commitments and approach their role with a desire to learn and grow in this area.