



Job Posting – Residential Navigator

Without Permission is a non-profit, faith-based organization that works to end sex trafficking through Prevention, Justice and Restoration. With a national collaborative partnership network, local community involvement, church mobilization and distinctive training programs, our volunteers and staff are making a decided difference in the Central Valley.

Typical Duties and Responsibilities

We are looking for a Residential Navigator to support the Restoration department of Without Permission and to support women in our residential program move towards independence by setting and achieving cornerstone goals. Tasks include but are not limited to: direct client services, client transportation, program support, teaching base life-skills to residents, maintaining a healthy residential environment, and more. This position will report to the Residential Coordinator.

Distinguishing Characteristics

Our ideal candidate is highly organized, has excellent case management skills, understands trauma-informed care specific to the field of working with sex trafficking survivors and has the ability to connect well with others from a variety of backgrounds and experiences. Proficient in managing multiple projects and personalities, and proficient in Microsoft Office and Outlook Calendaring. This person is able to maintain confidentiality and security while working with sensitive information. This role requires a high level of flexibility and adaptability working with different individuals in differing circumstances daily. The candidate should have a calming demeanor to assist with diffusing difficult conversations or situations. Operating from a heart of servant leadership, relationship building, teamwork, and interpersonal skills are evident strengths.

Spiritual Responsibilities

The ideal candidate has a personal faith in Jesus Christ, with a servant's heart, who is active in a believing community. They shall commit to operating under the 5 core values of Without Permission: serving, community, family, faith and excellence. They shall be active in prayer for the ministry; motivating others in Without Permission to follow their lead. They shall be free from any addictions that would hinder their example to other staff or volunteers.

Preferred Education and Experience

- An Associate's degree from an accredited college or university; or two years of work experience in a direct client services role.
- Demonstrated ability to use/learn Microsoft Office
- Excellent verbal and written communication skills

Hours/Salary

- 40 hours/week; rotating set schedule (**evenings/weekends required as determined by set schedule*)
- Pay rate: \$18.00/hour
- Paid vacation and sick leave
- \$130 monthly cell phone reimbursement
- \$300 monthly benefit allowance

Requirements

- Reliable automobile and current auto insurance
- Pass an extensive background check
- Certified Navigator Training (*provided by WP*)

If you passionately support the vision and mission of Without Permission and possess personal qualities of integrity and credibility, please submit a cover letter, comprehensive resume, three professional references, and two personal/pastoral references for consideration to:

Samantha Johnson, Chief Operations Officer
careers@withoutpermission.org

This position is an at-will position; as such, either the successful candidate or employer may terminate the relationship at any time for any reason. Without Permission is an Equal Opportunity Employer and our employees are people with different strengths, experiences and backgrounds who share a passion for improving people's lives. We desire to build a workplace as diverse as the community we serve.