



The Tifton Judicial Circuit Shelter, Inc., DBA Ruth's Cottage and The Patticake House Currently has Open Positions

Ruth's Cottage Sexual Assault Advocates and Bi-Lingual Sexual Assault Advocate (NEW POSITION)

These positions are part-time with **weekend shifts, including some overnight and holidays**, scheduling done in advance. Some weekly hours are possible due to the on-call schedule. Work uniforms and work travel costs are also provided. Applicants must be mature, reliable, responsible, and compassionate with strong communication skills. Applicants must have a current GA Driver's License and dependable transportation. This job will be working with adult victims of sexual assault, which includes working with these clients in the hospital setting.

Note: The Bi-Lingual Sexual Assault Advocate will have additional duties and involvement with the RCPCH Latino Outreach Program.

Ruth's Cottage Shelter Manager

This professional position is full-time with benefits including retirement, health benefits, life insurance, employee assistance program, 12 paid holidays and generous paid time off plan. Applicants must be mature, reliable, responsible, emotionally mature and a skilled communicator. Preferred applicants will have proven managerial experience and knowledge of domestic violence. This position will be a part of the RCPCH Management Team. This position comes with extensive training and requires the ability to be competent in detailed and confidential work. We are looking for traits of a good leader who can handle the responsibilities of a 25-bed emergency domestic violence shelter and supervision of 12 advocates. Ability to effectively communicate for purposes of education and outreach is also required.

RCPCH Finance and Grant Manager

This position is part of the Management Team of the organization and the duties include payroll, accounts payable, grant management, and human resources management as the core responsibilities. Applications must have integrity and an exemplary work ethic. The ability to do detailed and accurate work is critical and experience in this type of role is preferred.

For all positions: Screening (including background/sex offender/ medical /drug checks/MVR checks), job training/education on the subject, and other job readiness required is provided by RCPCH.

To apply for any position with RCPCH, you must use our website: www.StopTheHurtGA.org and follow the instructions. Please do not call or contact RCPCH Staff directly for more information.