**Employment Advocate**

**Position Summary**

The Philadelphia Unemployment Project is hiring an Unemployed Advocate to serve and organize with laid off Philadelphians. The Advocate will primarily assist unemployed workers with meeting their immediate needs, as well as working with our Unemployed Organizer to support our Unemployed Organizing Committee (UOC), a committee of unemployed Philadelphians which organizes for improvements to benefits for displaced workers and provides direct services to people who cannot access their benefits.

The Philadelphia Unemployment Project has assisted over 2,000 Pennsylvanians since the beginning of the pandemic to get their benefits, as well as to build a movement for justice for the unemployed. The Advocate will play a key role in continuing to support those most impacted by the pandemic through combining organizing the unemployed to take action as well as providing connections to resources related to jobs, housing, and other needed services.

**Primary Responsibilities**

* Support people looking for work: Helping clients with resumes, online job applications, locating employers who are hiring, finding training programs, building interview skills, transportation assistance, and more
* Provide information on how to access programs such as unemployment compensation, SNAP, healthcare, and more
* Connect people to rental and mortgage assistance programs that the Philadelphia Unemployment Project and other partner organizations offer
* Support the Unemployed Organizer in building the Unemployed Organizing Committee, as well as ongoing mobilizations, town hall events, and meetings with State Representatives in order to advocate for improvements to the state unemployment system as well as other upcoming campaigns for economic justice
* Build relationships with Unemployed Organizing Committee members, provide them with access to services and support their development as leaders and advocates

**Skills and Qualifications**

* A social services background is preferred
* A BA degree is preferred
* Computer skills, including email database and social media is preferred
* A commitment to economic and racial justice is required
* A job development background is preferred
* Bilingual in English/Spanish is preferred
* Organizing experience is preferred

**Work Environment**

We are currently working in our office in Center City five days a week. All members of staff are required to be vaccinated for COVID-19.

**Compensation and Benefits**

* Salary is in the upper 30s to low 40s with a regular annual raise of $1,600
* 100% fully paid health insurance for the family
* 403(b) retirement savings with up to a 4% match
* Generous days off and vacations
* A union contract with paid family leave and a tuition reimbursement

*Women, people of color and unemployed workers are urged to apply.*

Please send resumes to Lvaldes@philaup.org.