



Job Title:	Family Violence Advocate (must speak one or more of these languages: Swahili/French, Spanish, Amharic, Farsi, Pashto, Dari, Burmese, Arabic)
Department:	Family Empowerment
Schedule:	40-hour work week, primarily Monday – Friday, 9:00 AM to 5:00 PM with occasional evening and weekend events
Supervisor:	Family Empowerment Program Senior Coordinator
Exemption Status:	Full-time, Non-Exempt

GENERAL DESCRIPTION

The Family Violence Advocate provides direct services and case management to victims and survivors of domestic violence through crisis intervention, legal advocacy, inter-agency advocacy, support services, and coordination of services with external providers. The Family Violence Advocate raises community awareness about the effects of domestic violence through outreach efforts and specialized workshops; educates mainstream service providers about refugee and immigrant communities.

KEY RESPONSIBILITIES

- Provide **advocacy services** to victims of domestic violence at any stage of criminal or civil justice process, including accompanying clients to police, initial police report filing, assistance with protection and anti-harassment orders, accompaniment and transportation to court, emergency medical care, legal and social service providers, as well as interagency advocacy.
- Provide **support and information** to refugee/immigrants involved in criminal or civil court proceedings and/or issues related to their immigration status.
- Perform **crisis intervention** for clients, including completing needs assessment, personalized safety planning, explaining victim rights, individual counseling, and general emotional support.
- Provide **information and referrals** connecting clients with additional services, supports, and resources (i.e. counseling, social service agencies, medical facilities, ESL classes, employment services, food banks, housing, other victim service providers, legal aid agencies and/or agencies specializing in immigration issues)
- Assist **applying for benefits** (i.e. TANF, WIC, SNAP, and Medicaid)
- Facilitate **support groups** discussions as assigned
- Perform **outreach activities** in the community, including but not limited to specialized workshops, public presentations, distribution of informational materials, participating in community events, and meetings with other stakeholders
- Perform other duties as assigned.

SKILLS AND COMPETENCIES

Required:

- Must speak one or more of the following languages: Swahili/French, Spanish, Amharic, Farsi, Pashto, Dari, Burmese, Arabic.
- Sensitivity to all cultural backgrounds, religion and nationalities.
- Good interpersonal and public speaking skills.
- Organized with a strong ability to keep detailed notes
- Willingness and ability to speak in public.
- Good written and verbal communication skills.
- Must be responsible and punctual.
- Maintain a valid Driver's license and insured vehicle or excellent use of transportation.
- Computer competency in MS Windows, MS Word.
- Submit to criminal background check.
- High school diploma/equivalency and/or experience working with refugees.

Preferred:

- Knowledge of counseling techniques, legal options, and existing resources.
- Knowledge of specific needs of refugee/immigrant victims of violence.
- Experience working with refugee/immigrant issues.
- Ability to interpret and translate fluently from English to at least one refugee language and vice versa.
- Bachelors degree

COMPENSATION

This is a full-time, salaried position with a salary range of \$31,000 - \$33,000 based on experience. Employer contributes to medical, dental and vision insurance. Employer pays life and disability insurance. Fourteen (14) paid holidays and a generous paid time off policy. Employee has the option to contribute to 401(k).

To apply please email your resume and cover letter to careers@newamericanpathways.org. No phone calls please.

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