Job Title: Residential Advocate – Children and Youth Services
Reports To: Manager, Manhattan or Queens Community Office

Womankind uses the multidimensionality of our Asian heritage to work alongside survivors of gender-based violence as they build a path to healing. We are working tirelessly to create a future where we Rise Above Violence and our communities can innovate towards collective well-being, restoration, and social justice.

Womankind provides comprehensive direct services that support the healing path of survivors, their children, and their families due to gender-based violence. The Advocate’s primary responsibilities are to provide case management, supportive counseling and advocacy support that increases resilience and a survivor/family’s ability to have control over their own lives and narratives, provide support via our 24-hour multilingual helpline, ensure all clients receive prompt and professional services, and engage communities and raise awareness on domestic violence (DV), human trafficking (HT), and sexual violence (SV).

Survivors of domestic and sexual violence can find refuge, recovery, and renewal at Womankind’s two emergency residences. We strive to offer support and assistance in accessing services and resources. Our goal is to provide support and guidance to survivors so that they can live their lives free of abuse. We believe this is achieved when they can gain harmony in their lives and a sense of belonging to a community. Through these gains, individuals can recover from trauma and pursue independent lives.

The residential programs at Womankind are unique in that:

- We utilize a survivor-centered, trauma-informed, culturally congruent, and evidence-informed model of practice called MAP (Moving Ahead Positively). Survivors can transcend from trauma through assistance in regaining trust and hope, which predominantly occurs via the power of relationship.
- Holistic wellness is another crucial component that is explored within residential services as trauma impacts the body, mind and spirit as much as it impacts life circumstances. Through voluntary group and individual wellness practices including acupuncture, trauma-sensitive yoga, Qi Gong exercises, and meditation, survivors have an opportunity to engage in a reconnection of the body, mind and spirit.
- We also seek to support the development of a community of support for processing and understanding the individual impact of trauma. In integrating our services throughout our various community-based programming, more avenues of assistance and support is offered to a survivor who can now pick and choose options of service provision that best meet their respective needs. For example, children and youth can participate in therapeutic art-based programs. Housing, employment, and legal immigration services are also available.
- While Womankind serves mostly women and children, we take pride in providing services to survivors of various gender identities.
Essential Functions

- Manage a caseload of domestic violence, sexual violence, and human trafficking survivors 2-18 yrs old
- Work alongside survivors to provide assessment, case management, supportive counseling, crisis intervention, and advocacy support (in-person and/or via phone/email)
- Provide survivor with legal, immigration, entitlement, housing, and education information and other referrals as needed
- Maintain proper documentation of case work and organization of case files.
- Coordinate with co-workers to provide office coverage and answer helpline.
- Represent Womankind in outreach, community education events, and task force meetings
- Develop partnerships with other community-based orgs and government agencies to support responses to the communities we work with, especially children & youth
- Coordinate with Administration for Children's Services, court, schools, daycare, and legal service providers
- Supervise and screen childcare volunteers
- Participate in residential team meetings and supervision
- Contribute to supporting the well-being and advancement of families via structured activities and collaborating with residential programming to support the enhancement of the bond within the family unit, advocate, and fellow team members within the Residential Programs, and across the organization.
- Provide facilitation of children’s support groups based on the needs of the house at the time
- The work schedule for the position includes regular day shifts (9 am-5 pm). Our agency is partially remote, so there is an opportunity to work remotely for a couple of days. However, the candidate should be willing to work occasional non-traditional shift times to better support Residential clients and their availability to interact with services we offer
- Work within the site teams to develop community focused outreach strategies
- Attend and engage in all internal team and agency wide meetings

Qualifications

- Associate or bachelor’s in social work/human services or related field; Master a plus.
- Experience with children & youth and anti-violence work, the Asian community, client advocacy and/or the New York City public education system.
- Ability to set healthy and permeable boundaries with clients and volunteers
- Effective planning and organization skills
- Proven ability to maintain good working relationships with a variety of people and groups, including funders, community partners, volunteers, and staff
- Must be able to meet deadlines and adapt to various changes
- Monday to Friday schedule
- Flexible hours required including some weekday evenings based on client needs
- Proficient in Microsoft Word, Excel, and Outlook
- Bilingual strongly preferred

Compensation

Womankind offers a competitive and outstanding compensation package.
- Annual salary range for this position is between $45,000 and $48,000 based on the candidate’s experience, skill set, education, and other criteria.
Top benefits include health/dental/vision insurance plans, generous paid time off, holidays, 403(B) retirement plan, commuter transit program, and much more.

How to Apply

Email resume and cover letter to: careers@iamwk.org. Please include your name and “Residential Advocate – Children and Youth Services” in the subject line. No phone calls, please.

Womankind is an Equal Opportunity Employer.