Job Announcement

Job Title: Advocate (Mandarin, Japanese, Urdu)
Reports To: Manager, Manhattan or Queens Community Office

Womankind uses the multidimensionality of its Asian heritage to work alongside survivors of gender-based violence as they build a path to healing.

Womankind’s Community Programs provides comprehensive direct services that support the healing journey of survivors and their children due to domestic violence (DV), human trafficking (HT), and sexual violence (SV). The Advocate’s primary responsibilities are to engage communities and raise awareness on DV, HT, and SV, provide support via our 24-hour multilingual helpline, ensure all clients receive prompt and professional services, and provide case management and therapeutic support that increases resilience and empowerment.

Essential Functions

- Manage a caseload of domestic violence, sexual violence, and human trafficking survivors, including older adults.
- Provide survivors with assessment, case management, supportive counseling, crisis intervention, and advocacy support (in-person and/or via phone/email).
- Provide survivors with legal, immigration, entitlement, housing, and education information and referrals.
- 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.
- Other duties as assigned.

Qualifications

- Experience with anti-violence work, the Asian community, legal system, criminal justice, and client advocacy.
- Associate or Bachelors in social work/human services or related field; Masters a plus.
- Must be fluent in English and Urdu, Mandarin, or Japanese.
- Ability to be self-directing, highly motivated, and work within a team.
- Flexible hours required.
Compensation Package

Womankind offers a competitive and outstanding compensation package.

- Annual salary range for this position is between $40,000 and $42,000, based on the candidate’s experience, skill set, education, and other criteria.
- Top benefits include health/dental/vision insurance, generous paid time off, 403(b) retirement plan, and much more.

How to Apply

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

Womankind is an Equal Opportunity Employer.