



### **Job Announcement**

**Job Title:** Counselor Advocate (Japanese speaking)-Full Time

**Reports To:** Supervisory Counselor Advocate

The goal of Client Services is to provide the comprehensive direct services that support the recovery of survivors and their children from domestic violence, sexual violence and human trafficking. The intent is for all staff contributes towards client gaining self-sufficiency.

The Counselor Advocate's primary responsibilities are to ensure all clients receive prompt and professional services and provide therapeutic support that encourages self- sufficiency and empowerment.

Founded in 1982, the New York Asian Women's Center is the first organization on the East Coast to address the issues of domestic violence in the Asian communities. With the only 24-hour multi-lingual hotline and shelter program for battered Asian women, the NYAWC provides counseling and advocacy to Asian battered women, children who have witnessed domestic violence.

#### **Primary Responsibilities:**

- Manage a caseload of human trafficking, sexual assault and domestic violence survivors.
- Provide assessments, empowerment counseling services, and crisis intervention.
- Ensure that clients receive advocacy and accompaniment – either directly from the Counselor Advocate or with assistance of a volunteer - to gain remedies and/or benefits in family and criminal court, welfare office and attorney's offices.
- Provide legal, immigration, entitlement and housing information and referrals.
- Maintain proper documentation of case work and organization of case files.
- Coordinate with co-workers to provide office coverage and answer the hotline.
- Represent NYAWC in outreach/community education events, particularly to Japanese communities and other Asian neighborhoods in close proximity to the community office.
- Other duties as assigned by the Executive Director.

#### **Qualifications:**

- Experience with anti-violence work, the Asian community, criminal justice, client advocacy, and/or domestic violence, sexual violence, and human trafficking.
- Bachelors in Psychology or related field; Masters a plus.
- Must be Fluent in English and Japanese
- Ability to be self-directing and highly motivated.
- Flexible hours required.

#### **COMPETITIVE SALARY & BENEFITS PACKAGE**

**EMAIL RESUME AND COVER LETTER TO: [hr@nyawc.org](mailto:hr@nyawc.org)**

**The New York Asian Women's Center is an Equal Opportunity Employer**