Domestic Violence Program Advocate

Organization Overview

Sakhi for South Asian Women exists to represent the South Asian diaspora in a survivor-led movement for gender-justice and to honor the collective and inherent power of all survivors of violence. Sakhi is committed to serving survivors through a combination of efforts including—but not limited to—direct services, advocacy and organizing, technical assistance, and community outreach.

Sakhi serves survivors from the South Asian diaspora who trace their backgrounds to Afghanistan, Bangladesh, India, Nepal, Pakistan, Sri Lanka, the West Indies, and Africa. Members of our community come from diverse backgrounds including age range, religion, ethnic origin, economic and educational background, language spoken, and immigration status. We work to represent, inform, actively engage, and mobilize the South Asian community in an intersectional, intergenerational survivor-led movement for gender justice.

Our office offers a unique work environment that is collaborative, fun, and committed to social justice.

Sakhi is looking for a full-time Domestic Violence Program Advocate to join our team in our new office location in Queens. The Advocate will provide trauma-informed advocacy, intervention and support to survivors of domestic violence. The Domestic Violence Program Advocate works collaboratively with the Direct Services team to ensure services are being delivered timely and effectively manner.

Position Responsibilities

Case Management & Advocacy

- Provide crisis response, case management and safety planning through the Sakhi’s helpline, which responds to survivors of domestic violence
- Provide survivors with information on rights, resources, and services available
- Accompany and provide advocacy for survivors of violence in courts, welfare offices, hospitals, police precincts, etc. as per need
- Assist survivors by helping them complete reports & applications, gather information, translate documents, etc.
- Supervise interns to provide supportive services as needed
- Develop, coordinate and facilitate weekly and monthly support group meetings, legal clinics, focus groups, etc.
- Offer responsive referrals to survivors of violence, community members and partners
- Participate in Sakhi’s quarterly volunteer training and orientations as needed
- Works closely with the Direct Services team both in the Queens and Manhattan office
- Assist other Sakhi team members with cross-organizational efforts

Program Documentation and Development
- Keep up-to-date records of all survivor-related work/activities through efficient data collection in Salesforce
- Produce accurate reports and documentation of Direct Services program activities for grant reporting
- Coordinate volunteers for DS program activities
- Ensure routine and comprehensive program evaluation
- Develop ongoing referral relationships within the health, legal, social service systems, and partner organizations
- Present and train regarding Sakhi’s work as appropriate, including conducting trainings pertaining to Cultural Competency to different constituents
- Advocate for equal access for Sakhi’s clients to various public services including health, governmental, judicial
- Attends interagency meetings, trainings and workshops pertinent to advocacy services provided at Sakhi
- Pursues additional education (in-services, seminars, self study programs) to advance skills and knowledge

Required Qualifications
- Bachelor’s degree, BSW/MSW preferred plus a minimum two years of case management in gender based violence advocacy
- Fluency in one or more South Asian languages, especially Hindi, Urdu, and/or Bengali is required
- U.S. Work authorization required
- An investment and background in women's rights advocacy
- Ability to engage with diverse communities and audiences
- Strong interpersonal, writing, and organization skills.
- Excellent public speaking skills and leadership qualities preferred.
- Experience working with multiple staff, volunteers, and program responsibilities
- Ability to work well under pressure and juggle multiple time-sensitive tasks
- Experience with community-based work and ability to engage with diverse communities and audiences

This is a full-time role that requires flexibility with schedule. Work hours are Monday - Friday, 10am-5pm. Some evenings and weekends will be required. Salary starting at $50,000. Sakhi offers
health and dental benefits, paid parental leave and all full-time team members have access to clinical supervision.

At Sakhi, we have a clear vision: to be the place where a diverse mix of talented people want to come, to stay and do their best work. Sakhi is an Equal Opportunity/Affirmative Action Employer. Bilingual/bicultural applicants, persons of color, people with disabilities and GLBTQI people are strongly encouraged to apply.

Application Information

Applications accepted on a rolling basis. Ideal candidates will be available to start in early January. To apply, email your cover letter and resume to hr@sakhi.org with subject “DV Advocate Applicant”