Economic Empowerment 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.

*At Sakhi we offer a unique work environment that is collaborative, fun, and committed to social justice.*

*Sakhi* is looking for a full-time Economic Empowerment Program Advocate to join our team in our new office location in Queens. The Advocate will provide trauma-informed economic empowerment services to survivors of domestic violence. The Economic Empowerment Program Advocate will work collaboratively with the Direct Services team to ensure services are being delivered in a timely and effective manner.

Position Responsibilities

**Case Management & Advocacy**

- Assist Domestic Violence and Sexual Assault Program advocates 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
- Envision and implement short-term and long-term program goals after identifying constituent needs
• Be responsible for implementing and delivering Sakhi’s Economic Empowerment program strategy that included classes and workshops for survivors as well as managing referrals to job training and placement providers
• Research job placement, workforce development, banking programs, and microenterprise collaborations to afford survivors opportunities
• Implement job training workshops or facilitate one-on-one financial skill development for survivors as needed.
• Organize Career and Professional Development Fairs to connect as many survivors looking for employment with appropriate resources
• Assist survivors by helping them complete reports & applications, gather information, translate documents, etc.
• Develop, coordinate and facilitate weekly and monthly support group meetings, 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
• Work closely with the Direct Services team both in the Queens and Manhattan office
• Assist other Sakhi team members with cross-organizational efforts
• Coordinate with and conduct regular supervisions with interns and volunteers for EE program activities

Program Documentation and Development
• Keep up-to-date records of all survivor-related work/activities through efficient data collection in Salesforce
• Document individual and program progress, produce and submit reports based on this data for grant reporting
• Economic Empowerment Program Management - Chart outcomes and benchmarks for individual and program assessment
• Coordinate volunteers for EE program activities
• Ensure routine and comprehensive program evaluation
• Develop ongoing referral relationships with Sakhi’s partner organizations.
• Build and sustain relationships with current, new, and potential financial skills organizations; outreach for possible partnerships and resource-sharing in order to expand Sakhi’s reach and impact
• 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
• Pursue additional education (in-services, seminars, self study programs) to advance skills and knowledge
Required Qualifications

- A Bachelor’s degree and relevant work experience in domestic violence advocacy. Master’s degree in program or policy administration preferred
- Fluency in one or more South Asian languages, especially Hindi, Urdu, and/or Bengali
- Significant and demonstrated success in a range of economic empowerment activities
- 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 “EE Advocate Applicant”