

#### **ABOUT ASIAN FAMILY SUPPORT SERVICES OF AUSTIN (AFSSA)**

AFSSA is a non-profit organization located in Austin, Texas with a staff of thirty-seven professionals who are passionate about breaking the cycle of violence in Asian and immigrant communities. Through education, advocacy, and self-advocacy, we empower Asian survivors of sexual violence, domestic violence, and human trafficking by improving their access to services, and increasing the community's awareness of the various forms of gender-based violence and oppression.

AFSSA supports our dedicated team of professionals by providing medical, dental, and vision insurance at no cost to our employees. AFSSA demonstrates a level of care for our employees that includes competitive compensation, generous PTO, and comprehensive benefits. Time-off includes up to: 192 hours of paid time off; 40 hours of Floating Holidays; 48 hours of Official Holidays; and Comp time. AFSSA also offers a 401k retirement program with an employer match.

***Guided by our core values of Prevention, Advocacy, Responsiveness, and Transformation, AFSSA provides high quality, client-centered, and strength-based survivor and community services in Central Texas.***

#### **POSITION SUMMARY**

The Client Advocate, Sexual Violence RURAL services position will be responsible for providing culturally-grounded and trauma-informed supportive client services for Asian survivors of domestic violence, dual sexual/domestic violence, and sex trafficking. Holistic services provided will consider cultural, language and religious dynamics that are traditional barriers to Asian communities in fully utilizing available community resources to ensure safety and well-being. This position will directly report to the Manager of Sexual Violence Program.

#### **ESSENTIAL JOB FUNCTIONS**

Provide strengths-based comprehensive and confidential culturally-grounded, trauma informed interventions and support for children, individuals and families impacted by domestic and sexual violence

- Help identify the strengths and needs of clients while establishing a holistic individualized case plan and provide ongoing advocacy-based case management services to support survivor in identifying needs and options within the framework of their cultural milieu, abilities, and support network
- Provide advocacy to clients accessing legal, medical, criminal justice, courts, and other services as necessary throughout various system interactions
- Work closely with other AFSSA Direct Service staff as well as partner service providers to ensure continuum of supportive services for client
- Maintain proper client files in agency database, statistics and intake forms including biopsychosocial-spiritual assessments, individual case plans and/or reports; ensure all files are complete and up-to-date
- Provide for Hospital Accompaniment as scheduled or dispatched (may require being on call)
- Assist with the agency hotline
- Provide support, safety planning and other crisis related services during and outside of office hours
- Provide for sex trafficking crisis intervention, support, safety planning in partnership with law enforcement at various sites through the region
- Participate in rural region coalitions and task forces to build alliances and partnerships with community-based organizations to increase access to support services for clients
- Attend various agency meetings as required including staff, direct service and supervision meetings
- Incorporate the use of trained Direct Service volunteers into direct or support work with clients
- Adhere to all agency, state and federal policies and regulations including confidentiality
- Perform other programmatic and agency duties as assigned

#### **REQUIRED KNOWLEDGE, ABILITIES, AND SKILLS:**

- Bachelor's degree in Counseling, Criminal Justice, Social Work, Public Health, Psychology or other related field or minimum 2-year experience in nonprofit work or an equivalent combination of education and experience.

- Experience in trauma-informed service provision
- Knowledge of culturally-grounded service provision to traditionally underserved populations
- Knowledge of Asian cultures, respect for all cultures, and ability to interact with diverse groups
- Strong familiarity with one or more Asian languages (fluency in at least one Asian language preferred)
- Knowledge of local regional community resources, including rural regions and urban resources that will serve rural-based survivors
- Knowledge of gender-based violence issues and their impact on individuals and families and experience working with individuals who have experienced trauma
- Knowledge and proficiency in the use of computers, internet searches, smartphone devices and other primary software packages.
- Must have own transportation to travel frequently within the metropolitan area
- Ability to maintain effective relationships with staff, volunteers, community and national partners
- Ability to plan and organize work in an effective and timely manner
- Ability to maintain flexible schedule in accordance with program needs

**SPECIFICATIONS:**

**Note:** This position is dependent on grant funding which is expected to end on 8/31/2024, and renew for 12 months starting 9/1/2024.

**FLSA Status:** Full-Time Non-Exempt

**Salary:** \$51,000

**Benefits:** 100% employer paid medical, dental, and vision insurance. 401k program (up to 3% employer match). Generous Paid Time-Off (PTO, accrued semi-monthly @ 8 hrs per pay period), five (5) Floating Holidays, six (6) Official Holidays, and Comp time.

**Hours:** Minimum 40 hours per week. Must be available to work evenings and weekends. During peak periods, additional hours may be required.

**Required:** Valid U.S. work permit

***AFSSA is an equal opportunity employer and does not discriminate on the basis of age, sex, race, language, ethnicity, religion, national origin, gender, gender expression, gender identity, marital status, sexual orientation, or status as a veteran with a disability.***