



Job Announcement: Language Advocate

POSITION: Language Advocate (Part-time)

STATUS: Exempt

REPORT TO: Associate Director

The mission of KAN-WIN is to eradicate all forms of violence against women, including domestic violence and sexual assault, by empowering Asian American survivors and engaging the community through culturally competent services, community education and outreach, and advocacy. KAN-WIN is a non-profit, community-based organization that supports Asian American women and children victims of domestic violence and sexual assault in Chicago and its surrounding suburbs. KAN-WIN's services include 24-hour domestic violence crisis line, counseling, legal/social benefits advocacy, Transitional Housing and Children's program, and community education/outreach. Please visit our website to learn more! www.kanwin.org

Job Responsibilities:

The Language Advocate partners with KAN-WIN staff to: 1) conduct outreach and education to the immigrant community; 2) provide support, information and advocacy to victims of domestic violence; and 3) provide emergency response to crisis calls and client meetings on an on-going basis. More specifically, the Language Advocate will:

- Provide community outreach and education through presentations, media and other means to promote victim services;
- Provide translation assistance for KAN-WIN's service and educational materials;
- Act as a representative of KAN-WIN when speaking with community members with a goal of raising awareness around the gender-based violence issues and victim services. ;
- Work together with KAN-WIN staff to meet the needs of victims of domestic violence services by providing interpretation and other information sharing;
- Accompany victims to appointments and provide advocacy and interpretation (i.e. legal, police, medical, public aid appointments, etc.)
- Maintain undated files on clients and other required documentation, keeping close communication with program staff.

Required Qualifications:

- Fluency in Asian language and English. (Special needs: Mandarin, Mongolian, and Japanese)
- Bilingual/Bicultural preferred.
- Commitment to issues concerning gender-based violence, the Asian community and women.
- Ability to work with individuals in crisis situations.
- Ability to work independently, as well as in a team.

Training:

- Required to attend 40+ hours of initial domestic violence training*. Occasional ongoing trainings may also be required.

*40 plus hours of training is required by law for anyone working with victims of domestic violence in order to protect the confidentiality of communications between advocates and clients. This training will be provided by KAN-WIN.

How to Apply:

TO APPLY, SEND FOLLOWING TO: **hr@kanwin.org**. Please specify "Application for Language Advocate Position" in the subject line, and attach the following materials:

- Resume
- Cover letter specifically referencing qualifications enumerated above
- A list of three references