



Language Access Program (LAP) Advocates

Started in 1992, SAHELI for Asian Families is a nonprofit organization that helps and empowers Asian victims and survivors of domestic abuse, improves their access services and increases community awareness of various forms of violence and oppression.

SAHELI is currently seeking to hire **on-call** Language Access Program (LAP) Advocates to work with Asian survivors of domestic violence. The LAP Advocates will work with SAHELI's staff advocates by providing emotional support for victims, accompany clients to important meetings, provide interpretation, and assist on the helpline to provide instantaneous language support. They will serve as the communication and cultural bridge between staff advocates and clients. The ideal candidate would be an empathetic individual with excellent listening and communication skills, have a strong understanding of specific family and community dynamics, and are able to convey sensitive information in a culturally appropriate manner.

Essential Job Functions:

- Assist the Family Advocate in conducting individual advocacy sessions with victim/survivor to identify needs and options, provide risk assessment and safety planning, peer counseling and support, information and referrals, and case management
- Accompany clients to legal, medical and other agency appointments, locate special resources for clients such as translators or interpreters, interact with attorneys, help obtain documents needed for legal procedures, visit clients at shelters and interact with shelter and other agency personnel and help clients with relocation if necessary
- Provide interpretation or translation work
- Maintain proper client records, maintain and update resource guides, document intake/progress/exit procedures and program data
- Work with SAHELI's Community Education Liaison to conduct outreach and education activities.
- SAHELI's helpline: respond promptly to caller's needs and plan follow-up action
- Assist Family Advocate with client support groups and help organize skill-building classes for clients
- Build alliances with local ethnic businesses and organizations
- Evaluate program and report project data and progress status to a designated supervisor
- Required to attend regularly scheduled paid trainings.



Knowledge, Skills, and Ability:

- Required to be bilingual in English and at least one of the following languages: Thai, Telegu, Gujarati, Nepali, Cambodian, Laotian, Japanese
- Possess a strong and active relationship with local ethnic community.
- Active listening, peer counseling, and facilitation skills
- Knowledge of Asian cultures, respect for all cultures, and ability to interact with diverse groups.
- Knowledge of issues related to domestic violence and immigrants, and community resources
- Excellent written and oral communication skills
- Must have own transportation to travel frequently within the metropolitan area
- Proficiency in Microsoft Office software and the use of the Internet
- Ability to work independently and as part of a team, often evening and weekend hours
- Ability to prioritize and handle multiple tasks effectively

Education, Training, and Experience:

- A bachelor's degree, but relevant life experience may be substituted for education.

Specifications:

- \$14.25/ hour.
- This position is an on-call position. LAP advocates will be called upon when needed.
- **U.S. work permit required**

Please send resumes to SAHELL at jobs@saheli-austin.org or P.O. Box 3665, Austin, TX 78764. For more information, visit www.saheli-austin.org.