



Posting Date: February 2025

Position Title: Project Tikvah Coordinator

Classification: Full-time/Non-exempt status

Location: In-person – Rockland County, NY – New City, NY

Reports to: Senior Director of Advocacy & Support Services and Director of Community Engagement

Anticipated Start Date: ASAP

The **Project Tikvah Coordinator will serve as the Liaison to the Orthodox Jewish Community** work with victims/survivors of domestic violence, sexual assault, and human trafficking and is responsible for community outreach, awareness, education, and training in Orthodox Jewish communities.

This is a direct service position that requires knowledge of trauma-informed victim advocacy, law, police procedures, and criminal justice related to domestic violence in order to provide supportive counseling and advocacy to victims/survivors.

The **Project Tikvah Coordinator** will work to eliminate and prevent domestic violence and to foster intimate partner healthy relationships in the Orthodox Jewish community.

Bilingual Yiddish and/or Hebrew preferred

PROJECT TIKVAH COORDINATOR WILL:

- Serve as the liaison to the Orthodox Jewish community
- Provide advocacy services in both the non-residential and residential programs
- Respond to hotline calls and walk-ins and assist in the follow-up of hotline calls
- Provide crisis intervention, individual supportive counseling, and group counseling; assess client needs; assist with emergency shelter placement, provide information and referrals; and promote community awareness of services
- Assist victims/survivors in creating and implementing safety plans
- Provide advocacy and accompaniment to the hospital, D.A.'s office, courts, police departments, and social service agencies
- Assist victims/survivors in accessing and completing Office of Victim Services (OVS) applications
- Facilitate weekly support groups for victims/survivors of domestic violence one evening per week
- Work in collaboration with inter-departmental and external entities
- Maintain accurate and timely notes for every client contact, outreach, and training
- Prepare and maintain monthly and quarterly statistics, reports and narratives
- Attend trainings on domestic violence, sexual assault, human trafficking and other crimes
- Participate in the on-call rotation: providing on-call coverage for sexual trauma cases
- Perform other duties as assigned by supervisor
- Act as a liaison between Orthodox Jewish community and the Center

- Build trust with the Orthodox Jewish community through regular, in-person contact and engagement
- Present trainings on IPV (intimate partner violence), Consent/SV (sexual violence), and related issues that may be specific to the Jewish communities
- Reduce barriers for Orthodox Jewish communities' members to connect and utilize the Center
- Train and share information with Center colleagues on Jewish communities' issues and best practices
- Develop allies within the Jewish communities
- Create links to resources within the Jewish communities
- Collaborate with local Jewish serving organizations
- Coordinate with staff of other departments on community events where the presence of the Liaison might be helpful/necessary
- Regularly attend community collaboratives and networks and maintain contact with members of different organizations
- Make follow-up calls prior to and after events to strengthen networking and continuity of Center for Safety & Change presence within the community

ADDITIONAL REQUIREMENTS:

- Mental health credentials a plus. Candidates without mental health credentials will be considered
- Bilingual Yiddish/Hebrew and English fluency (speaking, reading and writing) preferred
- The ability to work one evening per week
- Strong organizational skills
- Strong communication skills (both verbal and written)
- The ability to work in a fast paced, crisis-oriented environment: assess priorities, take initiative, handle multiple assignments, and meet deadlines
- The ability to work collaboratively in a multi-disciplinary environment
- Knowledge of the criminal justice system and courts
- The ability to attend all agency-required trainings, including a weeklong onboarding training at the Residential Shelter, a two-day Getting to the Root training, and a 10-week Domestic Violence Advocate training and Rape Crisis Counselor training
- While performing the duties of this job, the employee must possess the ability to communicate with staff and clients. Some occasional lifting may be required (please speak with Human Resources to request accommodation)
- A valid driver's license and reliable, insured transportation is strongly preferred or must have the ability to transport oneself to various venues in Rockland County

YOU'LL BE SUCCESSFUL IF... As a passionate advocate for social justice, you adopt an anti-racist and anti-oppression lens to understand gender-based violence. You recognize that victims/survivors come to the Center while navigating different structural and social injustices that affect their experiences of survivorship. You also understand that this work requires an ongoing commitment to developing the language and tools we need to undo institutional oppression. You are flexible and work well as part of a team and independently. You have excellent time-management skills and a demonstrated ability to multi-task. You are accountable for doing what you say you are going to do.

TEAM OVERVIEW: Project Tikvah Coordinator is a key position within both the Counseling, Advocacy & Support Services (CASS) Department and the Training Outreach Education & Social Change (TOES) Department. The Advocate/Liaison also works closely with our colleagues in all of the other departments, providing a holistic

range of supports for individuals and families experiencing domestic violence, sexual assault, human trafficking and other crimes. This position furthers the Center's mission in accordance with our [mission, values and vision](#).

ORGANIZATIONAL OVERVIEW: At the Center, we strongly believe that integrating a world-changing approach into all areas of our work is essential to ending domestic violence, sexual assault, human trafficking, and other crimes. Our dynamic and diverse team of compassionate advocates is working to create a world in which every individual has the basic human right to be free from gender-based violence and to engage in relationships that embrace the principles of respect, equality, and safety.

The Center is a 501(c)(3) nonprofit organization, responding to domestic violence, sexual assault, human trafficking and other crimes in Rockland County, New York, by providing multi-lingual, trauma-informed legal and supportive services. We bolster our work with clients by engaging in extensive outreach and community education, strengthening the systemic response to all forms of gender-based violence.

GREAT BENEFITS AND PTO PACKAGE: The Center's employees enjoy a generous health benefits package that includes medical, dental and vision care. We offer additional benefits at no cost to the employee, which reflects a commitment to the future well-being of our employees. PTO and self-care are important to us.

SALARY: mid to high \$50,000s

BENEFITS INCLUDE: Employer contribution towards employee Health Insurance, Vision, and Dental; 34 Paid Time Off Days (PTO) and 12 Holidays; 401k available.

APPLICATION INSTRUCTIONS: NO PHONE CALLS PLEASE. Applicants may email, mail or fax resume and cover letter stating why you are interested in this position and including your salary requirements and why you are passionate about our mission

Email: humanresources@centersc.org

Subject line must read: Project Tikvah Coordinator & Liaison to the Orthodox Jewish Community

Mail: Center for Safety & Change, 9 Johnsons Lane, New City, NY 10956

Fax: (845) 634-3396

Center for Safety & Change values you, your growth, and your contributions. The Center believes that an effective, broad-based movement for social transformation must be rooted in anti-racist and anti-oppression principles as we work towards a more just and equitable society. BIPOC, people with disabilities, and members of the LGBTQ+ Community are encouraged to apply. The Center's policy prohibits discrimination due to race, color, age, religion, sex, sexual orientation, gender identity, disability, and national origin in employment and delivery of services.