



JOB ANNOUNCEMENT

Position: **Family Peer Advocate**
Status: Non-Exempt Full-time
Reports to: Deputy Director

The Korean American Family Service Center, Inc. (KAFSC) is a leading non-profit organization assisting women, children, and families in the New York tri-state area to recognize and eliminate relationship violence and abuse. Our counseling, education, advocacy and support services help individuals empower themselves to build safe and healthy relationships based on mutual respect, compassion and dignity. Each year, over 2,500 individuals benefit from one or more services that we provide. All our services are culturally sensitive, linguistically appropriate, and free.

KAFSC seeks a full-time Family Peer Advocate who can support and empower parents/caregivers of children and youth who are experiencing social, emotional, developmental, substance use, and/or behavioral challenges, and the children and youth themselves as part of the DV/SA Team.

KEY RESPONSIBILITIES

Family Peer Advocate Responsibilities

- Provide coverage for 24-hour hotline from 9am-5pm during work hours, in rotation with other counselors and case managers.
- Provide core services under the Family and Youth Peer Services model
 - Engagement, Bridging and Transition Support
 - Self-Advocacy, Self-Efficacy and Empowerment
 - Skill Development
 - Community Connection and Natural Supports
- Provide services to families in Queens who meet the need and requirement for Family and Youth Peer Support Services.
- Provide parents/caregivers and youth throughout Queens with a comprehensive range of peer services in order to achieve the following outcomes:
 - Strengthen relations between parents/caregivers and their children.
 - Help parents/caregivers enhance their skills to respond to their children's mental health needs, promote positive youth functioning, and support their children's ability to live successfully in their communities.
 - Reduce parent/caregiver stress.
 - Strengthen the skills of parents/caregivers and children/youth to build resilience and promote wellness.
 - Link parents/caregivers and youth to navigate child-serving systems and advocate for their needs.
 - Improve the mental health of parents/caregivers and children/youth served.
- Collaborate with the lead Alliance and other subcontracting organizations to create an annual Outreach Plan that will be submitted to DOHMH for approval.
- Develop at least one (1) community event and/or activity per quarter that is focused on informing and educating families, youth, providers, CBOs, and the community around mental health awareness, destigmatizing mental illness and/or providing advocacy and policy change opportunities.
- Participate in borough-based collaborative(s) and advisory bodies that address children's mental health issues to share needs, challenges and experiences of families in this program's catchment area on a monthly basis.
- Participate in the Family Support Consortium and engage with a DOHMH-contracted



Training and Advisory Center- the Strong Families and Communities (SFC) Center.

- Provide services at flexible hours and in a variety of community-based setting.
- Administer and score a tool to assess the strengths and needs of individuals served. The assessment tool will be provided by DOHMH and will be accessible through MAVEN.
- Develop, implement, and evaluate an individualized plan for each individual served. This plan should be developed using the findings of the assessment tool and in collaboration with parents/caregivers and youth and specific to their needs.
- Provide parents/caregivers and youth the opportunity to develop leadership skills by participating in trainings and conferences within or external to NYC's Family and Youth Peer Support network.
- Incorporate family, youth, and community voice through community-based participatory program planning and service development, as well as the evaluation of CBO staff, services, and activities.
- All family peer advocates are required to participate in a minimum of 25 hours of professional development annually.

Community Education, Advocacy, and Training

- Work with the community agencies and schools to create opportunities to reach out to the targeted population through a wide range of community outreach activities.
- Provide training or workshops if needed.
- Organize and participate in agency-wide outreach activities.

Administration

- Fulfills all documentation required by funding purposes.
- Ensure that all client records and documentation are complete, accurate and up-to-date.
- Prepare documents, reports, and statistics for all appropriate, program-related activities.
- Submit progress notes on a timely basis.
- Perform other duties assigned by the Supervisor.

QUALIFICATIONS

- Bachelor's degree or Master's degree in counseling or related fields.
- Fluency in both English and Chinese.
- Familiarity with Asian and immigrant community is a plus.
- A parent/caregiver of a child who has experienced social, emotional, developmental, substance use, and/or behavioral challenges.
- Has lived experience navigating multiple child serving systems on behalf of their child(ren) with social, emotional, developmental, health and/or behavioral healthcare needs.
- Knowledge or experience with parent education.
- Must have basic computer skills and knowledge of office applications.

Compensation and Benefits

- Salary: \$45,000/year
- KAFSC covers 95% of health insurance and 100% of dental & vision monthly premiums
- 401K with company matching
- Generous 25 days of paid time off in addition to paid holidays and birthday off
- Pre-tax TransitChek



HOW TO APPLY

Send a resume and cover letter to hr@kafsc.org.

No phone calls please. KAFSC is an Equal Opportunity Employer.

For more information about the agency and jobs, visit our website at www.kafsc.org/careers