



Organization: *Turning Point for Women and Families, New York*

Job Title: Seniors' Advocate – Hourly (10-14 hours/week as needed)

Duration: Two years

Reports to: Seniors' Program Coordinator

Start Date: Immediate

Description: This opening offers an excellent opportunity to work with a NYC non-profit organization that serves Muslim women and families by addressing domestic violence through crisis intervention, individual and group counseling, advocacy, outreach, education and training. Turning Point is committed to helping Muslim women empower themselves and live a life with dignity and free of violence. It also works with young Muslim women and girls, provides peer support and helps them acquire leadership and interpersonal skills. We are seeking a committed and compassionate Seniors' Advocate with a passion and patience for assisting to run its ESOL classes, geared towards citizenship, for senior Muslim women.

RESPONSIBILITIES:

- Work closely with and under the supervision of our Seniors Program Coordinator
- Assist with recruiting seniors for our ESOL classes
- Assist with facilitating ESOL classes
- Provide emotional support to senior Muslim women
- Maintain statistics regarding student attendance/performance etc.
- Provide administrative support as needed
- Any other tasks assigned

QUALIFICATIONS:

The ideal candidate will be patient, compassionate, and sensitive to the needs of Muslim, predominantly South Asian, senior women. The individual must be comfortable working within NYC's Muslim community and going into mosques/Islamic Centers. The candidate will have excellent written and verbal communication skills. Other desirable skills include being organized, flexible, creative, and an energetic team player. A commitment of at least two years is required.

The ESOL class is held on Wednesdays and requires the Seniors' Advocate to be available on Wednesdays, from 10:00am-4:00 pm. The remaining hours are flexible. Please note, this is an in-person position.

To apply for this position, please send us your resume with a cover letter including names/email and phone contacts of 3 *work-related references* via email to info@tpny.org

Closing Date: Until filled **Contact:** info@tpny.org **No phone calls please!**

Turning Point for Women and Families is an Equal Opportunity Employer.