



**HOPE'S
DOOR**
Embracing Life Free
From Domestic Abuse

Nonprofit Organization
Position available immediately.
Location: Hawthorne, NY
Monday through Friday, 9am – 5pm



Domestic Violence Counselor & Advocate – Bilingual Spanish

Hope's Door, named a *2025 Best Places to Work in Westchester*, is dedicated to ending domestic violence and empowering victims to achieve safety, independence, and healing.

Overview of Position

Provide compassionate, trauma-informed support to survivors of domestic violence, helping survivors move toward safety, independence, and healing.

Responsibilities

- Provide comprehensive, trauma-informed services to survivors of domestic violence. This may include hotline, counseling, support groups, case management, information and referrals, safety planning, and danger assessments.
- Advocate on behalf of clients with diverse systems such as courts, law enforcement, criminal justice, social services, housing, medical, education, vocational training, and employment.
- Accompany clients to court and other systems as needed.
- Participate in agency and community outreach events that support our mission.
- Document services and submit accurate, timely reports.

Preferred Skills and Experience

Education and Experience: Bachelor's degree or equivalent combination of education and related work experience.

Technical Skills: Proficiency in MS Office (Outlook, Word, Excel, PowerPoint). Experience with databases a plus.

Transportation: Valid driver's license and reliable, insured transportation preferred.

Language Skills: Bilingual Spanish required.

We seek a compassionate, well-rounded candidate with a relevant education, practical experience, and technical skills who is flexible, collaborative, and able to work effectively in a team environment.

Compensation: \$27 to \$29 per hour

Annual Agency Contribution for Flexible Benefit Options: \$13,000 (Opt-Out for Cash Available)

Life Insurance - Short and Long-term Disability Coverage - 401(k) Participation

PTO: 25 days **Sick:** 12 days **Holidays:** 10 days

**PLEASE SEND RESUME AND COVER LETTER TO
DIANNE DEFILIPPIS, DIRECTOR OF ADMINISTRATION**

DDEFILIPPIS@HOPESDOORNY.ORG

Hope's Door is an equal opportunity employer.
People of all races, color, religion, gender, sexual orientation, gender identity, national origin, age, disability, and veteran status are strongly encouraged to apply.