



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

## Job Posting Domestic Violence Agency

**Location – Northern Westchester**

**Shifts Include:** Monday-Friday times vary depending on client services



### RISE Case Manager

#### Overview

Hope's Door seeks to end domestic violence and to empower survivors to achieve safety, independence, and healing from the trauma of abuse. We have served victims of domestic violence since 1980, touching the lives of more than 11,000 persons last year. Our services include shelter, hotline, counseling, support groups, advocacy, information and referral, and an extensive school and community-based education and awareness program. At Hope's Door, services are survivor-centered, empowerment-based, and affirm the inherent dignity and worth of each individual.

Our focus at CHHOP (Caring for the Hungry and Homeless of Peekskill) is housing and food equity. We operate a shelter for unhoused adults of all genders, including veterans, a collaborative housing and services support program for domestic violence survivors and their families, a permanent supportive housing program for chronically homeless individuals living with a disability, a large "farm to pantry" food pantry, and a rental arrears and communities services support program for low-wage workers and immigrants.

**RISE Program:** The Rehousing in Supportive Environments Program (RISE) is a collaborative program providing case management, housing, domestic violence, supportive services, and employment services to homeless domestic violence survivors and their families. This collaborative model was intentionally designed to provide "wrap-around" services in one program.

*Come join our dedicated team and make a difference in the lives of those wounded by abuse.*

#### Preferred Skills and Experience

- BA/BS or equivalent professional experience in human services or other related field.
- 2-3 years of domestic violence or crisis intervention experience and a record of successfully facilitating change and/or innovation in domestic violence or related field.
- 1-2 years of experience in homelessness, substance abuse, mental health, and/or child abuse.
- Valid NY driver's license, car insurance and personal vehicle.
- Computer Literate
- Bilingual Spanish required

### Responsibilities

- Further the mission of Hope's Door and CHHOP.
- Provide a hospitable and welcoming environment for clients.
- Provide RISE families with trauma informed services, emotional support, individual counseling and advocacy services.
- Conduct intake/assessment and develop service plans
- Assist clients with overcoming barriers to maintaining permanent housing
- Identify alternative resources, community linkages to support client needs
- Assist domestic violence survivors and their families in achieving safety and self-sufficiency
- Conduct required home visits to clients
- Interface and collaborate with Westchester County Department of Social Services and other service providers
- Maintain case files as required by governing body standards and CHHOP/Hope's Door requirements
- Review budgeting practices with clients as an ongoing practice
- Share in community outreach and direct service tasks.
- Remain current on domestic violence best practices and safe housing resources, ensuring clients are well informed.
- Build community relationships on behalf of the client.
- Provide strong case plans for each client based on agreed upon goals.
- Support the client in their progress and focus on meeting their goals.
- Maintain demographic and other needed information regarding participants for use in statistical reporting through excel and other database programs.
- Other duties are required as needed.

### Salary Range: \$54,000-\$57,000

Flexible Schedule: **40 hours per week** – may include evenings and weekends

**Total Compensation Potential:** Up to **\$66,780–\$69,780** annually, including a **monthly cash benefit of \$1,065** (equivalent to up to \$12,780 per year), which can be applied to insurance premiums or added directly to your paycheck.

Life Insurance - Short and Long-term Disability Coverage

401(k) Participation Eligibility on 1<sup>st</sup> of following month of hire

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

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

**E-MAIL ADDRESS:** [DDEFILIPPIS@HOPESDOORNY.ORG](mailto:DDEFILIPPIS@HOPESDOORNY.ORG)

Hope's Door is a proud 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.