CISC, a non-profit organization, helps immigrants throughout King County achieve success by providing information, referral, advocacy, social, and support services.

JOB ANNOUNCEMENT

TITLE: Anti-Bias/Anti-Hate (ABAH) Program Community Liaison

REPORTS TO: Program Supervisor
HOURS: Full-time Monday-Friday
PAY RANGE: Starting salary $21.00/hour DOE
BENEFITS: Medical, dental, vision, vacation & sick leave

JOB SUMMARY: CISC is a non-profit organization, founded in 1972, that supports immigrants and their families by creating opportunities for them to succeed, while honoring their heritage. We provide youth, family, and senior services including preschool, after-school, ESL/naturalization, in-home care case management, and healthcare navigation programs. We serve Chinese, Russian, Latino, Vietnamese and other immigrant communities at our office locations and numerous community-based sites throughout King County, Washington.

The Anti-Bias/Anti-Hate (ABAH) Program Community Liaison will help expand the reach of the ABAH program and strengthen program capacity to support those who have experienced hate and bias incidents. The person in this role acts as a direct liaison between CISC and the community. The Community Liaison will coordinate with the ABAHP team to develop and implement outreach strategies to increase public and community awareness about the ABAH Program. In addition, the Community Liaison will support survivors of hate and bias by providing appropriate follow-up and provide resource referrals to facilitate the process of connecting targets of hate/bias with supports they need. The person in this position will help provide healing-centered, trauma-informed, and community-centered care individual support to those who have experienced hurt, harm or crime related to hate/bias. Recognizing that support for survivors of hate and bias cannot be done only at the individual level, the Community Liaison will also be aware of and involved with various community efforts to address institutional and systemic barriers. The Community Liaison will predominantly work with the Chinese and Asian community, but not exclusively. This role is to act as a bridge between the CISC and the community, across cultures and languages.

JOB DUTIES:

- Develop and implement outreach strategies to increase public awareness about the ABAH program
- Initiate and maintain ongoing relationships with community
- Conduct trainings and presentations
- Facilitate communication between CISC and the public and community partners
- Assist in collecting hate/bias incident reports
- Assist survivors of hate and bias by providing appropriate follow up to the supports they need
- Refer and support individuals to community resources as needed
- Provide interpretation and translation as needed
- Assist the Program Coordinator track outreach progress and goals
- Attends staff meetings and in-service trainings and performs other duties as assigned by supervisor
QUALIFICATIONS:
- Bachelor’s degree with at least two (2) years of paid work experience in social services
- Knowledge of community resources in Seattle/King County area that will assist our target populations
- Strong communication skills; comfortable with communicating with a wide range of individuals and partners
- Ability to identify and solve problems and work independently
- Effective interpersonal, written, and communication skills
- Bilingual in English and Chinese (Cantonese), written and spoken
- Competency in use of Microsoft Office (Word/Excel/Access/Publisher), the Internet for research and accessing services, and other relevant tools for e-mail and data entry
- Employee must have access to a vehicle or reliable transportation to fulfill job duties. If using a personal vehicle, must have valid driver’s license and current auto insurance
- Commitment to working from a healing centered, trauma-informed and community centered approach to care
- Commitment to the principles of inclusion, equity and anti-racism

COVID-19 VACCINATION REQUIREMENT:
Beginning on December 5, 2021, all CISC employees will be required to be fully vaccinated against COVID-19. **Upon hire, you will be required to submit proof of vaccination.** People are considered fully vaccinated two weeks after their second dose in a two-dose series or two weeks after a single-dose vaccine. Employees may make requests for a reasonable accommodation in accordance with applicable laws.

LOCATION: CISC
611 South Lane Street
Seattle, WA 98104

APPLICATION:
Submit resume and cover letter to: CISC
Attn: Human Resources
611 South Lane Street
Seattle, WA 98104

Or email resume and cover letter to: jobs@cisc-seattle.org

CLOSING DATE: Open until position filled

CISC is an Equal Opportunity Employer
CISC is an Equal Opportunity Employer and dedicated to a policy of non-discrimination in employment on any basis including race, color, creed, citizenship status, national origin, ancestry, gender, genetic information, sexual orientation, gender expression or identity, age, religion, pregnancy or pregnancy-related condition, physical or mental disability, marital status, veteran status, political affiliation, or any other characteristic protected by law. Reasonable accommodation will be provided for persons with disabilities.