

Butler County Program Supervisor

Women Helping Women

Location: Butler County 323 N 2nd St, Hamilton, OH, 45011 8:00 AM-4:30 PM

Who We Are

Are you interested in being part of an organization dedicated to preventing gender-based violence and empowering survivors? At Women Helping Women, we believe in the power of survivors to rebuild their lives and are committed to providing the support and resources they need to do so. We operate on the principle that survivors are the experts of their own lives, and our mission is to stand by them on their journey from immediate safety to long-term stability.

Our success is rooted in a comprehensive approach that includes a 24/7 hotline, live chat, legal advocacy, hospital support, and support groups. We also provide crucial financial assistance through the Francie Garber Pepper Survivor Equity Fund, helping with immediate needs, housing, and the rebuilding of lives. Beyond direct support, we are actively engaged in prevention through community education and campus-based advocacy, working to create a world free of violence. Join us in making a tangible and lasting impact in the lives of individuals and the community.

What we are looking for

We're looking for a skilled and proactive Program Supervisor to provide leadership and oversight of the Court, Campus, and Outreach programs, while also supporting direct crisis intervention services for survivors of sexual assault, domestic violence, dating violence, and stalking. This role is vital to our mission and combines leadership with hands-on service, including supervising and mentoring advocates, ensuring high-quality crisis intervention and safety planning, and supporting long-term services such as court accompaniment, outreach, and support groups.

As a Program Supervisor, you will lead a dynamic team providing crisis intervention services to survivors of sexual assault, domestic violence, and stalking. You'll guide program goals and outcomes, address barriers that impact survivors, and strengthen services through effective policies and practices. In this role, you'll mentor and support a team of advocates, volunteers, and interns—fostering growth, collaboration, and accountability. You'll also collaborate with the Director to enhance training, improve structures, and ensure services meet the highest standards of quality and care. Beyond daily operations, you'll help build strong community partnerships, promote the agency's mission, and contribute to a culture of excellence, compassion, and continuous improvement.

What You Will Be Responsible For:

- **Staff Supervision:** Directly manages advocates, volunteers, and interns, including hiring, training, scheduling, performance feedback, and development support.
- **Program Leadership:** Oversee the Butler County crisis intervention services for survivors, identify and communicate program goals, and implement policies, tools, and structural improvements.
- **Direct services:** Provide direct crisis intervention and advocacy to survivors of sexual assault, domestic violence, dating violence, and stalking. This includes telephone, one-on-one support and accompaniment to court, or other appointments
- **Program Evaluation & Improvement:** Monitor data, outcomes, and client feedback; ensure quality services, accurate reporting, and continuous program improvement.
- **Community Engagement:** Build and maintain collaborative relationships with community partners, model agency values, and represent the agency professionally.
- **Agency Leadership:** Support WHW's mission, vision, and strategic goals; contribute to policy, procedure, and operational improvements.
- Maintains access to reliable transportation and maintain insurance on vehicle(s) used for duties.

About You

Required Qualifications

- A Bachelor's degree (BA/BS) in Social Work, Psychology, Mental Health, Human Services, or a related field, or equivalent professional experience.
- 2 + years of experience delivering direct services in the field (SA, DV, crisis intervention with victims, advocacy) required
- 1+ years of supervisory experience required.
- Strong computer skills, including proficiency with Microsoft Office, databases, and email

Preferred Qualifications

- Experience in grant reporting, and relationship and coalition building preferred.
- Experience delivering training and educational programs.

Required Skills & Competencies

- **Leadership:** Strong leadership skills, including the ability to effectively lead a team, manage staff performance, and foster a collaborative and productive work environment
- **Organization:** the ability to effectively manage multiple priorities, deadlines, and administrative responsibilities while maintaining accuracy and attention to detail.
- **Collaboration:** the ability to build and maintain strong and professional working relationships with staff, agency personnel and the community.
- **Team development:** the ability to foster team growth by identifying development opportunities and empowering staff to reach their full potential.
- **Problem-Solving:** Possesses strong problem-solving skills, working collaboratively with staff and management to navigate complex challenges and develop creative, effective solutions
- **Crisis Intervention:** The skill to provide immediate, short-term support to individuals in a state of emotional, mental, physical, or behavioral distress.
- **Advocacy:** The ability to speak or write on behalf of a client and champion their rights and goals.
- **Confidentiality:** A strict commitment to protecting private information.
- **Communication Skills:** Excellent verbal and written communication to interact with clients, colleagues, and external partners.
- **Cultural Competency:** The awareness and sensitivity to work with individuals from diverse backgrounds, including different cultures, genders, sexual orientations, and socioeconomic statuses.
- **Record-Keeping:** Meticulous attention to detail for maintaining accurate and timely client records and case notes.
- **Stress Management:** The resilience and coping mechanisms to handle emotionally challenging situations and prevent secondary trauma.

Compensation

The compensation range for this Salary, exempt opportunity is **\$21-23**. The target compensation range is subject to multiple factors including education and experience.

Women Helping Women is proud to offer a variety of benefits to support employees and their families, including:

- Medical, Dental, & Vision Insurance
- Retirement Plans
- Monthly Parking Stipend
- Paid Vacation, Sick Time Off & Self Care Days

- And more...

Women Helping Women complies with applicable laws requiring reasonable accommodations for individuals with disabilities. WHW is an equal opportunity employer