

Job Announcement

Supervisor - Economic Empowerment Program

Community Based Services
STEPS to End Family Violence

STEPS To End Family Violence (STEPS) - founded in 1986 by the legendary Sister Mary Nerney - offers a variety of innovative, trauma-informed, anti-oppressive programming focused on the prevention of intimate partner violence; advocacy and healing for survivors and children impacted by abusive partner behavior; as well as training and education intended to increase awareness of the epidemic of gender-based violence; and advocacy and activist efforts designed to transform the rhetoric and institutions that sustain such violence. STEPS is a program of Rising Ground.

Position Summary:

The Economic Empowerment Supervisor of Community Based Services will provide supervision and support to a team of staff members who provide direct support services to survivors of intimate partner violence. This team will include the following CBS team members:

- One Economic Empowerment Specialist, who maintains a caseload of clients seeking Economic Empowerment services.
- One Resource Coordinator/Economic Empowerment Specialist, who answers the STEPS Helpline and maintains a caseload of clients seeking Economic Empowerment Services.
- One Home+ Coordinator, who facilitates the New York City's alternative to shelter program for survivors of IPV.
- Two MSW Interns

The ideal candidate will bring a passion for social justice and anti-oppressive practice, experience providing services to survivors of intimate partner violence and/or other forms of trauma, a desire to work collaboratively with a team of creative and committed advocates, and demonstrated experience providing reflective supervision. The Economic Empowerment Supervisor has experience providing trauma-informed support and advocacy to survivors of intimate partner violence on issues related to career and educational goals, budgeting, job applications, resumes and cover letters, credit review and repair strategies, housing advocacy, immigration advocacy, SNAP benefits and public assistance, food resources, and financial independence and wellness. This position is currently remote/at home, and required to work some days from our East Harlem office to meet program needs. When the program returns to in person services, this position will work out of our East Harlem office and may need to travel to our Brooklyn office as needed.

Core Responsibilities:

- Oversees all services provided by the Economic Empowerment Specialist, Resource Coordinator, Home+ Coordinator, and the STEPS Helpline to ensure quality and appropriateness of services
- Provide clinical and case management supervision to staff and interns; assist in resolving complex case management issues; conduct one-on-one supervisory sessions for staff and interns; work collaboratively with faculty of sponsoring educational institutions to train and evaluate interns

- Ensure that staff appropriately counsel and engage clients; monitor compliance with case contact requirements; assist staff to utilize legal, social, housing, educational, employment, and other resources which will enable clients to effectively navigate the criminal legal and social service systems; aid staff in making meaningful referrals.
- Maintains and establishes resources that are necessary to provide ample support to IPV Survivors who seek Economic Empowerment Services.
- Assist clients who are in need of Economic Empowerment Services.
- Manage the performance of paid staff; assess training and development needs of staff; assist with in-service training; evaluate job performance; appropriately address performance problems.
- Ensure that staff has the necessary supports to respond to client needs; responds to work-related stress of staff and interns.
- Actively engages in inter-disciplinary collaboration and case coordination with other STEPS programs and relevant agencies.
- Participates in weekly supervision and attends other meetings as required.
- Performs administrative tasks as needed.
- Maintains program records and completes reports.
- Other duties as assigned.

Qualifications:

- LMSW
- SIFI certification (or eligible for SIFI certification)
- Experience with NYC resources, public assistance, housing vouchers, advocacy
- Strong understanding and compassion for the experience/barriers clients have while navigating services in NYC.
- Bi-lingual English/Spanish, preferred.
- Strong and diverse supervisory skills with a clinical and trauma-informed lens.
- Some Experience and knowledge working with financial resources, banking, credit scores and systems.
- Understanding of the dynamics of trauma exposure, intimate partner violence.
- Keen ability to work with individuals of diverse backgrounds and identities.
- Exceptional interpersonal, speaking, and writing skills and the ability to apply these skills in varied situations.
- Demonstrated initiative and ability to be flexible and work as a member of a multi-disciplinary team as well as independently.
- Ability to make sound and trauma-informed decisions when supervising staff that supports clients in crisis.
- Ability to work flexible hours.
- Ability to work independently and accountably.

Salary: \$70,000-\$80,000 annually

How to Apply: All applications will be received via email. No phone calls or snail mail, please. All applications must include (in PDF format) a current resume and thoughtful cover letter including how you became aware of this

opportunity. Please send resumes and cover letters to Stephanie Menyhay at smenyhay@risingground.org with “Supervisor Economic Empowerment” in the subject line.

