



**Job Title:** Director of The Willows  
**Department:** The Willows  
**Work Location:** RAHAB Administrative Office/Community  
**Reports to:** Vice President of Programming  
**Status:** Full Time  
**Classification:** Exempt

**Reaching Above Hopelessness and Brokenness, Inc.**

RAHAB Ministries strives to share the hope of Jesus Christ with broken and undervalued women, including survivors of human trafficking.

**Program Description:** The Willows provides long-term relational support through comprehensive case management, mentoring, and crisis intervention to minor survivors of sex trafficking and those at risk. This trauma-informed program will offer youth safety and consistency while navigating complex social service systems. In addition, RAHAB offers support to providers and caregivers, so they are equipped to meet the needs of children in their care.

**What You Will Do/Need (Job Summary):**

Provide leadership and oversight of community-based programming serving minor survivors of sex trafficking and their caregivers.

**Responsibilities (Essential Duties and Responsibilities):**

- Assist VP of Programming in developing programming for minor trafficking survivors in Northeast Ohio
- Supervise Training Coordinator and Community-Based Case Managers providing direct care to youth and caregivers
- Collaborate with Training Coordinator to implement support groups for caregivers
- Establish relationships with service providers to provide holistic and relational care for youth engaged in programming
- Communicate with area-program directors, referral sources, and social service systems regarding program goals and objectives
- Participate and lead local MDTs
- Assist VP of Programming with data collection to evaluate program's efficacy through quantitative and qualitative data collection
- Participate in an on-call rotation to provide youth and caregiver additional support
- Maintain strict confidentiality regarding all client information
- Assist with speaking engagements that focus on human trafficking, trauma-informed care, and the impact of complex trauma on youth

- Assist in developing safety policies and procedures
- Enforce and adhere to the policies and procedures set by RAHAB
- Complete incident reports, when applicable
- Complete administrative duties including managing department budget
- Attend staff meetings and required training as requested by supervisor
- Other duties as assigned

**Minimum Qualifications (Knowledge, Skills, and Abilities Required):**

- Previous experience working with minor survivors of sex trafficking
- Previous experience collaborating with children services, social service providers, courts, and law enforcement
- Strong communication skills, both written and verbal
- Aptitude in problem-solving and critical thinking
- Ability to multitask; able to adapt with frequent change
- Submits and passes a federal background check
- Celebrates diversity and is able to engage with individuals from diverse backgrounds
- Bachelor's Degree
- Must have a valid Ohio Driver's License

**What Will Make You Special (Preferred Knowledge, Skills, and Abilities):**

- Experience supervising direct service providers
- Knowledge of proper documentation for client case files
- Expertise in navigating social service systems
- Licensed Social Worker (LSW)

**Characteristics of the Position (Competencies):**

- Servant Leadership
- Assertive in decision-making
- Conflict-resolution and problem-solving skills
- Exercises and models healthy boundaries with/for clients

**Physical Demands and Work Environment:**

- Light physical demands
- Transporting youth to appointments

**Position Type and Expected Hours of Work:**

- Business hours with the ability to flex hours as needed
- Ability to take on-call shifts to provide additional support to youth and caregivers

**Travel:**

- Local travel throughout NE Ohio