

# SURVIVOR JUSTICE ENTERPRISE SUPERVISOR

## JOB SUMMARY



**Reports To:** Director of Programs

**FLSA Status:** part-time Exempt

**Salary:** \$27,000 no Benefits

### SUMMARY

Oversee the strategy and leadership of the Different Day Justice Enterprise program, a small business underneath a non-profit covering aiming to empower survivors of sex trafficking through occupational opportunities. The JE Supervisor is responsible for hiring, training, and developing store employees, creating and overseeing the annual budget including both hitting sales targets and controlling expenses. The JE Supervisor is also expected to market the enterprise through partnerships, communication strategies, networking, and innovative campaigns. Lastly, the JE supervisor also is responsible for creating and hitting product production schedules, designing Justice Enterprise goods, and overseeing vendor and customer relationships.

### Required duties and responsibilities:

(Other Duties May be Assigned As Necessary)

#### Maintain a working e-commerce website

- Develop and maintain the Different Day Goods website in accordance with the Different Day brand including messaging, graphics, videos, product photos, connected tier pricing apps, and more.
- Cultivate a compelling and consistent brand story across multiple platforms.
- Create content such as photography and copy to communicate Different Day Good's mission and impact.

#### Develop and Manage Justice Enterprise program

- Oversee the management of the Justice Enterprise program including inventory and metrics.
- Develop new products and remove ineffective products according to current market trends.
- Test the safety and shelf stability of all products before market launch.

#### Oversee Employees and Volunteers

- Empower employees through the use of trauma-informed language and strengths-based approaches.
- Model the core values of Different Day through the development of healthy spiritual and relational culture, two-way feedback, employee improvement plans, and reviews.
- Collaboratively track employee performance and growth plans alongside the Different Day Restorative Program Department.



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- Create opportunities for volunteers to support the Justice Enterprise through creative opportunities and oversee their integration into the program.

### Staff Leadership

- Collaboratively support the efforts of Different Day through team leadership, brainstorming, and feedback.
- Represent Different Day through speaking engagements, public appearances, and media interviews as needed.

### Qualifications

- Must have excellent communication, writing, and language skills.
- Must be extremely detail-oriented.
- Must have exceptional business acumen, preferably in retail management.
- Must have strong time-management skills.
- Must possess a high capacity for managing multiple events and project logistics.
- Must have demonstrated experience in leadership and management of teams.

### Computer Skills

- Adobe Indesign
- Adobe Illustrator
- Adobe Premiere Pro
- Adobe Photoshop
- Shopify Online/POS (required)
- Social Media Platforms

### Mathematical and Reasoning Skills

- Must be able to work with mathematical concepts such as fractions, percentages, ratios, and proportions in practical situations.
- Able to define problems, collect data, establish facts, and draw valid conclusions.

### Physical Demands

Physical demands listed here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- The employee is frequently required to stand, walk, reach, and drive using legs, arms, and hands. Vision requirements include close vision, far-range vision, and the ability to focus. Hearing requirements include the ability to hear a normal conversation in normal ranges and the ability to be in moderate to loud environments for extended periods of time.
- Other physical requirements specific to this job:

- Occasionally required to lift/carry and push/pull up to 50 lbs
- Occasionally required to climb stairs, bend or stoop, kneel or crouch

