

AGENCY: Homeless Children's Network

TITLE: Director, Programs and Special Projects

SALARY: \$130,000 a year

SCHEDULE: Full-time position. Onsite/Hybrid

BENEFITS: Health, Dental, and Vision insurance; Commuter stipend

Director, Programs and Special Projects

Homeless Children's Network is a community-based organization providing mental health and family support services to children and families who are homeless and formerly homeless. This position is responsible for supporting the development department and the general programs as needed and attending to general administrative duties in support of HCN staff.

HCN's Community Culture

Of all the above important qualifications, bring the heartfelt quality of compassion, with exquisite cultural responsiveness as a primary guiding quality, not only of your professional life but of what you hold dear.

Please bring a strong analysis of how race, ethnicity, culture, language, region, poverty, sexual and gender identity, age, education, opportunities and resources generationally made available or not, and systemic oppressions impact a person's mental health.

Job Summary:

The Director of Programs and Special Projects scope of work will include program development and management of Black Maternal Health, Black LGBTQ+ Initiative, and Fentanyl Project. The position will also be available for special strategic initiatives as assigned by the COO or CEO. This role will be heavily community-based and, as such, will require a hybrid workplace model: 3 days at the Fillmore office and the remaining 2 days remote/in the field. Some evenings are required (Rarely but an occasional weekend. It is a full-time position between 9 am - 6 pm, 40 hours/week.

Duties/Responsibilities:

- Fluency in each program, deliverables, outcomes, budgets, etc.
- Implementation of each new program
- Staffing and managing staff to outcomes/deliverables
- Full collaboration within leadership
- Clinical Supervision

Required Education and Experience:

- Licensed Clinical Social Worker or Licensed Marriage Family Therapist
- Five years of progressively responsible non-profit program management experience and staff supervision.
- Experience and confidence in identifying and implementing evidence-based practices
- Experience working in a crisis setting with individuals and families
- Ability to work flexible hours
- Program development evaluation, solid organizational skills

- Strong written and oral communication skills
- Commitment to maintaining confidentiality
- Good interpersonal skills, ability to relate well with persons from a variety of cultural groups
- Carry out other duties as assigned by the COO/CEO
- Associate's degree required; Bachelor's degree in related field preferred.
- Three to five years of experience in an administrative role.

At HCN, we don't just accept differences; we CELEBRATE them! At HCN, we thrive on your humanness, your individualism, and your authenticity. Mohawks, weaves, braids, bald, twists, dreads, straight, mullet? Yes, that, too. The people we serve are as diverse as a jar of multicolored marble, and for the benefit of our clients, our employees must be, too. HCN is proud to be an equal opportunity employer.