

Position: Director of Transition Programs

Accountable to: Executive Director

Responsible for: Direct supervision of Transition Specialists, client intake, management/oversight of housing and case management programs, collaboration with community partners and delivery of effective supportive services for young people aging out of foster care.

To apply, send resume and cover letter to Jennifer Weiss, Executive Director, The Hope Center at Pullen, jweiss@hopecenteratpullen.org. No phone calls, please.

ORGANIZATION OVERVIEW

The Hope Center at Pullen is a nonprofit organization connecting young people aging out of foster care in Wake County with the resources and support they need for a successful transition to adulthood. The organization works with up to 150 young people, ages of 13-26, and their children, partnering with them on their path to self-sufficiency and providing referrals, resources and support in the areas of housing, education, job training, financial management, physical and mental health and offering a strong support network. For more information, please visit www.hopecenteratpullen.org.

POSITION DESCRIPTION

- Management and supervision of case management program. The Director assures that our case management program is operating according to agency policies and funding requirements and best practices related to trauma-informed care. This includes oversight of client services, program evaluation, record-keeping and reporting, and assistance to the Executive Director in the development of policy and program design changes and budget projections for the case management program.
- Management and supervision of staff. The Director supervises a team of transition specialists, including running weekly supervisions, overseeing client management and treatment plans and ensuring documentation of service delivery. To achieve this, the Director plays a key role in coordinating The Hope Center's unique service delivery model that brings together the young person and relevant community partners and agencies to create and implement a plan for self-sufficiency.
- Direct service responsibilities. The Director will carry a small case management caseload.
- Client intake and orientation. The Director will interact with Wake County Department of Social Services and other area agencies to accept referrals of young people aging out of foster care into The Hope Center program and will develop an orientation for new clients.
- Contract implementation and coordination. The Director will coordinate assistance to clients seeking housing and communicate with the City of Raleigh, Wake County and other community partners on case management and housing contracts.
- Collaboration and interaction with community agencies and partners. The Director will develop and maintain relationships among community partners that enhance our ability to serve young people aging out of foster care. This will require participation and/or leadership in weekly collaborative meetings, work groups, committees or multi-agency projects and assistance in preparation of reports for funders.

QUALIFICATIONS

- Successful experience in human services program delivery, program management and supervision, preferably experience working with young people aging out of foster care.
- Proven ability to train, motivate and collaborate with colleagues and build and maintain relationships with a variety of stakeholders and collaborating partners.
- A commitment to providing best-practice social work/counseling services with vulnerable populations from an empowering perspective. Ideal candidate will have a working knowledge of the ACEs study and trauma-informed care. "Fierce optimism" a plus.
- Proficiency with Microsoft Office and internet/email tools is essential and experience in database entry and reports is a plus.
- Master's degree in Social Work, Human Services Administration, Mental Health Counseling or related fields preferred.
- Valid driver's license with clean driving record.