

Job Title	Associate Director
Employer/ Agency	Angela House
Job Description	<p>The Associate Director will report to and work closely with the Executive Director and will be responsible for many aspects of agency operations, including program development and implementation, strategic planning, relationship building with community partners, participation in mixed method research projects and supervision of staff in support of the mission of Angela House. Passion for the mission of Angela House and ability to articulate its philosophy, values, and practices to internal and external stakeholders.</p> <p>Full description on line at www.angelahouse.org</p>
Qualifications	<p>Passion for the mission of Angela House and ability to articulate its philosophy, values, and practices to internal and external stakeholders.</p> <p>Masters of Social Work, Public Health or Criminal Justice preferred. Previous clinical social work experience and licensure preferred. Demonstrated interest in the issue of criminal justice reform. Minimum of two years of experience in nonprofit fundraising, including donor relations, grant writing and reporting. Minimum of two years of experience supervising staff, interns, and volunteers in a non-profit setting.</p> <p>Strong written and verbal communication skills, including public speaking.</p> <p>Team player with superior skills working with vulnerable populations as well as the capacity to engage in critical thinking and analysis of programs and service delivery.</p> <p>Excellent organizational skills and the ability to handle multiple demands while maintaining close attention to details and accuracy.</p> <p>Experience working with people of diverse backgrounds.</p> <p>Ability to take initiative and to adjust to the diverse needs of clients and staff.</p> <p>Strong interpersonal skills including the ability to hear emotionally charged conversations and maintain required level of confidentiality.</p> <p>Advanced knowledge of and experience with Microsoft Office Suite.</p>

Salary/Hours	Mon-Fri 8-4 with some evening and weekend events.
Employer/Agency	Angela House
Address	6725 Reed Rd.
City, State, Zip	Houston, TX 77087
Contact Person	Maureen O'Connell
Contact Title	Executive Director
Telephone Number	281-445-9696
Fax Number	281-501-2723
Email Address	moconnell@angelahouse.org
Application Method	Submit cover letter and resume on line to Maureen O'Connell
Opening Date	Immediate

To post a job opportunity or if your response to this job posting results in successful employment, please email the GCSW Office of Alumni and Career Services at mswjobs@central.uh.edu with the hiring details of your new job opportunity. Thank you.

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