

Job Title	Associate Program Director
Employer/ Agency	Catholic Charities of the Archdiocese of Galveston-Houston
Job Description	<p>The <u>Children Services division</u> of Catholic Charities is seeking an Associate Program Director role in Richmond, TX.</p> <p>JOB SUMMARY Associate Program Director is responsible for providing clinical oversight of services to youth residing in St. Jerome Emiliani Homes for Children. The successful candidate will supervise the Lead Case Manager, UC Program and URM Program Manager, URM case management team, clinician as applicable, and all aspects of the case management department within the program.</p> <p>PRINCIPAL DUTIES</p> <ul style="list-style-type: none"> · Supervise program activities in absence of Director. · Coordination of Clinical Services – Work collaboratively with case management staff to coordinate services for all program participants and youth identified in need of behavioral healthcare, including counseling and psychiatric services; oversee the quality and continuity of treatment planning and behavioral health services for youth served by external providers; collaborating with community-based clinicians to provide appropriate treatment services; review psychological/psychiatric evaluations and relay pertinent findings and recommendations to treatment team. · Treatment Team Facilitation – participate in program treatment team meetings, ensuring progress is being made toward individualized service plan goals; review individual service plans; review safety plans at development stage and facilitate review of safety risk with Clinical Supervisor, and Clinician and/or needs prior to discontinuation; guide treatment team decisions. · On a limited, as needed basis, may support program staff including case managers and clinician, if applicable in addressing immediate needs for direct clinical intervention, including de-escalation of heightened emotional response or assessment of suicidal ideations, while appropriate resources are contacted and put into place to ensure youth’s safety and wellbeing. · Provide on-call rotation duties as needed and become Licensed Child Placing Administrator when eligible to test. · Perform other duties as assigned.
Qualifications	<p>MINIMUM EDUCATION REQUIREMENTS</p> <ul style="list-style-type: none"> · Master’s Degree in social services or mental health field required; · LCSW and LCPAA licenses required. <p>MINIMUM SKILLS AND EXPERIENCE REQUIREMENTS</p> <ul style="list-style-type: none"> · Demonstrated knowledge of social work principles and ethics. · Knowledge of licensing standards through TDFPS. · Experience with at risk youth with severe trauma, including grief and loss; preferably familiar with needs of refugee youth or other vulnerable populations. · Cultural awareness as it relates to providing services within a multicultural environment · Two or more years of experience in a leadership role · Public speaking ability, including the ability to provide trainings or presentations to large

	<p>audiences.</p> <ul style="list-style-type: none"> · Ability to gather, track and report upon large quantities of data; must be well organized and possess the ability to handle confidential information. · Able to work well in a team and provide services with an integrated approach. · Must have reliable transportation, valid Texas driver's license, and evidence of insurability. · Bilingual in relevant languages (Spanish, Arabic, Dari, Tigrinya, Swahili, Congolese, Burmese, or other languages/dialects), preferred · Experience working in Foster Care, preferred. · Ability to work under pressure and manage multiple deadlines concurrently. · Ability to handle and maintain confidential information <p>OTHER REQUIREMENTS</p> <ul style="list-style-type: none"> · Must have reliable transportation, valid Texas driver's license and valid vehicle insurance. · Position requires driving in personal vehicle and/or Agency vehicle to include freeways and highways to satellite offices, trainings and offsite meetings and events, throughout the 10 counties Catholic Charities serves from Galveston to Richmond and surrounding towns as needed.
Salary/Hours	Depending on the experience
Employer/Agency	Catholic Charities of the Archdiocese of Galveston-Houston
Address	2900 Louisiana St
City, State, Zip	Houston, TX 77006
Contact Person	Lidija Zapata
Contact Title	HR Coordinator
Telephone Number	713-874-6597
Fax Number	713-874-6787
Email Address	lzapata@catholiccharities.org
Application Method	http://chk.tbe.taleo.net/chk05/ats/careers/requisition.jsp?org=CATHOLICCHARITIES2&cws=1&rid=778
Opening Date	As soon as possible

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