

<b>Job Title</b>	Vice President of Case Management and Poverty
<b>Employer/ Agency</b>	Catholic Charitie
<b>Job Description</b>	<p>The Vice President of Case Management and Poverty Alleviation Initiatives is responsible for the leadership, programmatic and fiscal oversight for a large range of programs that strengthen families and alleviate poverty. The Vice President ensures the mission-focused development of all departmental programs through strategic planning and impact outcomes geared toward self-sufficiency achievement and poverty alleviation. This position works closely with the Senior Vice President of Programs day-to-day oversight of programmatic operational functioning including: fundraising, collaborations and partnership development, grant writing, and the timely and accurate submission of reports and reimbursement requests. Additionally, this position will work to support a positive client-centric environment with strong staff engagement at multiple locations. Serves as a member of the senior management team.</p> <p><b>PRINCIPAL DUTIES</b></p> <ul style="list-style-type: none"> <li>• Sets vision, leadership and quality performance standards for the Case Management and Poverty Alleviation Initiatives department.</li> <li>• Works with Directors to develop strategies and budgetary planning for meeting client needs, programmatic and funding goals and “Bridges to Hope” model.</li> <li>• Forms relationships with state, federal, faith-based and non-profit organizations for community welfare. Maintains strong relationships and routinely identifies new opportunities for collaboration and partnerships.</li> <li>• Supervises and develops staff, build committed, dedicated, quality teams of employees at assigned program locations.</li> <li>• Directs, organizes, and coordinates the functions of the department. Works closely with Sr. VP of Programs and other departments on area of data collection, program quality, innovation and new program initiatives.</li> <li>• Develops and ensures implementation of policies and procedures for departmental functioning.</li> <li>• Responsible for development of programmatic standards, and ensuring compliance with contract objectives, funder standards and reimbursement criteria.</li> <li>• Oversees timely and accurate completion of internal and external reports, quality activity reporting and accreditation standard submission and compliance.</li> <li>• Works with Fund Development team and program administration to develop fundraising strategies, grant proposals, and marketing and external communication strategy.</li> <li>• Works with accounting to achieve budget compliance and maximize reimbursements.</li> </ul>

<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• Master's degree and licensure in social work, public administration or related human services field.</li> <li>• Strong leadership and supervisory skills with a minimum of 5 years' experience in a leadership position.</li> <li>• Able to develop and strategically implement new program initiatives</li> <li>• Must have reliable transportation, valid Texas driver's license and valid vehicle insurance</li> <li>• Position requires frequent driving in personal vehicle and/or Agency vehicle to include freeways and highways to satellite offices, and offsite meetings and events, throughout the three counties served by Catholic Charities Disaster Recovery.</li> </ul>
<b>Salary/Hours</b>	Full Time, DOE
<b>Employer/Agency</b>	Catholic Charities
<b>City, State, Zip</b>	Houston, TX
<b>Application Method</b>	<a href="https://www.paycomonline.net/v4/ats/web.php/jobs/ViewJobDetails?job=5224&amp;clientkey=C184945087565AE7BAA81D76126F1823">https://www.paycomonline.net/v4/ats/web.php/jobs/ViewJobDetails?job=5224&amp;clientkey=C184945087565AE7BAA81D76126F1823</a>
<b>Opening Date</b>	Immediately

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