

<b>Job Title</b>	Program Manager: Employment Services
<b>Employer/ Agency</b>	SEARCH Homeless Services
<b>Job Description</b>	Responsible for the successful operations of SEARCH's employment services and rapid re-housing programs, assisting people who are experiencing homelessness with obtaining and maintaining employment and housing. Handles staff selection/supervision, budget preparation/stewardship, grant compliance, and represents SEARCH with employers and community partners on a regular basis. Our general employment services program (13 FTEs) works with a high volume of clients and focuses on matching skills with sustainable employment. Leads efforts to study workforce trends and anticipate future opportunities for revenue for employment services. The rapid re-housing program (2 FTEs) supports newly homeless clients with housing and income opportunities. Will be intimately involved in the community-wide changes towards a housing first model. Position drives ongoing reporting, CQI initiatives, and strategic planning for the team.
<b>Qualifications</b>	Bachelor's Degree plus 2-4 years progressive experience in a leadership role in social services or employment services. Demonstrated skills in staff supervision/development. Prior connection to workforce development helpful. Successful candidate will thrive working with, and teaching, a dynamic team and enjoys the challenges of program design, evaluation, and implementation.
<b>Salary/Hours</b>	\$50K minimum, potential for more depending on experience; 40 hours per week minimum, Monday – Friday
<b>Address</b>	2505 Fannin
<b>City, State, Zip</b>	Houston, TX 77002
<b>Telephone Number</b>	(713) 739-7752
<b>Fax Number</b>	(713) 739-9201
<b>Email Address</b>	<a href="mailto:hr@SEARCHhomeless.org">hr@SEARCHhomeless.org</a>
<b>Application Method</b>	To apply for a position with SEARCH, please email your resume, salary history, and the position's title for which you are interested to: <a href="mailto:hr@SEARCHhomeless.org">hr@SEARCHhomeless.org</a>  SEARCH is unable to discuss job opportunities by phone. Phone calls made to SEARCH regarding job postings cannot be returned. Emailing is the best way to apply for a position and to have the application reviewed.
<b>Opening Date</b>	12/29/14

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](mailto:mswjobs@central.uh.edu) with the hiring details of your new job opportunity. Thank you.