

Job Title	Program Manager, Crisis Counseling Program
Employer/ Agency	Region 4
Job Description	<p>This 36 week position is a part of the Crisis Counseling Service-Regular Services Program (RSP) as defined by the Department of Homeland Security/Federal Emergency Management (FEMA). This position entails the supervision and coordination of an approximate 18 member project team engaging in multifaceted community outreach work to individuals, families, first responders, businesses, local government, schools, and other organizations within the Hurricane Harvey designated disaster areas as defined.</p> <p>Major Responsibilities:</p> <ol style="list-style-type: none"> 1. Oversee the recruitment and selection of staff for provision of grant related services. 2. Conduct needs assessments, seek client communication and input, and analyze the data gathered to direct the improvement of current services. 3. Provide oversight and coordination of grant activities. 4. Design and/or lead professional development for CCP staff on a variety of topics related to their job responsibilities. 5. Participate in a community of practice with other CCP Program Managers to successfully execute grant responsibilities. 6. Serve as the primary liaison between grantor, CCP project team and Region 4 lead contact. 7. Provide technical assistance and services as specified by any applicable grant that funds this position.
Qualifications	<p>Education: Bachelor's degree</p> <p>Experience:</p> <ol style="list-style-type: none"> 1. Experience working with local, state, and federal government agencies 2. Demonstrated ability to analyze data effectively 3. Demonstrated ability to provide effective leadership in a supervisory or administrative role 4. Demonstrated ability to develop and manage the implementation of complex, multi-phase projects

	<p>Special Knowledge and Skills:</p> <ol style="list-style-type: none"> 1. Knowledge of: leadership skills and personnel management; community, state, and federal entities/resources to appropriately and effectively coordinate services for identified clients 2. Skill in: long-term planning and project management, highly professional written and verbal communication skills, fiscal management, effective supervision of multiple staff 3. Ability to: analyze data and utilize input from a diverse group of stakeholders to determine services to meet the needs of clients, maintain emotional control under stressful or sensitive circumstances <p>Preferred Qualifications: Master's degree</p>
Salary/Hours	\$55,324.00 - \$58,032.00
Employer/Agency	Region 4
Application Method	Apply online at https://hr4u3.esc4.net/eFP50-SP1/RMWeb/AM/External/WebPostingDetails.aspx?UniqueKey=1ed6c5bb-d0a6-4328-996a-d918b8a3e52f
Opening Date	Immediately

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