

Job Title	Veteran and Housing Services Program Director
Employer/ Agency	Career and Recovery Resources, Inc.
Job Description	<p>Responsible for directing, planning, and outreach coordination of all activities and staff within the Veteran Services Programs. Oversees, in great detail, the statistical and narrative reporting to CRR Management and Funders of all Veterans contracts and grants to assure accurate and well-written reports.</p> <p>Provides compliance monitoring, ensures quality of the programs, excellent client services training and exemplary program outcomes. Cultivates funding support, especially in the areas of Veteran & Housing Services and other sources related to the Houston/Harris County and surrounding counties. Seeks support and works with Houston/Harris County Coalition for the Homeless and Continuum of Care, including DOL-, HUD-, VA, U.S. Dept. of Veterans' Affairs, TDHCA-, Chase Bank Veterans' grant and United Way Veterans' funded grant.</p> <p>Recruits and cultivates partners and collaborators for various grant programs, in the public, business and private sectors where collaborative support can benefit Veterans Clients and their Families.</p> <p>Responsible for grant and contract writing as it relates to the Veteran Services Programs. Partners with the Development and Marketing VP, Employment Services Director and Controller, to produce excellent funding proposals and reports, to the above noted Funders including Foundations.</p> <p>Serves as a part of the agency's management team. Provides regular program consultation and supervision with program managers, coordinators and the total Veterans' team. Works closely with the Accounting and Control team to ensure excellent compliance with program requirements, funding drawdowns and guidelines. Responsible for supervision of program interns.</p>
Qualifications	Social Work or Counseling Background, Licensed Master Social Worker, or Licensed Professional Counselor or equivalent degree level, and Licensed Clinical Social Worker Supervisor Certification are required.
Salary/Hours	TBD/Full Time
Employer/Agency	Career and Recovery Resources, Inc.
Address	2525 San Jacinto Street
City, State, Zip	Houston, TX 77002
Contact Person	Robbie Arrington
Contact Title	Director of Employment Services

Telephone Number	713-754-7050
Fax Number	713-265-4150
Email Address	robbie.arrington@careerandrecovery.org
Application Method	Must apply in person at 2525 San Jacinto Street
Opening Date	3/27/15

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.