

Job Title	Associate Program Manager: Housing
Employer/ Agency	SEARCH Homeless Services
Job Description	Supervises staff, operations, budgets, grants, and collaborative partner relationships for several Housing Plus teams providing intensive case management to clients with differing levels of housing from single site SRO's to apartments scattered in the community. Current direct oversight for 1115 Waiver, Scattered-site Housing, and CABHI with anticipated expansion in 2015. Works effectively with Team Leads and Case Managers to ensure desired outcomes are on schedule and that staff have necessary resources and support. Ensures SEARCH's mission and core values, grant compliance, data integrity, and continuous quality improvement are integrated consistently across all teams. Also manages collaborative relationships with multiple partners and stakeholders outside our agency.
Qualifications	Related Bachelor's Degree plus 2-4 years supervisory experience required. Prefer supervisory experience in a non-profit setting. Prior experience with government grant administration strongly preferred. Advanced skills in problem solving, project management, and interpersonal communication desired. Previous experience in a case management role helpful.
Salary/Hours	50K minimum DOE
Address	2505 Fannin
City, State, Zip	Houston, TX 77002
Telephone Number	(713) 739-7752
Fax Number	(713) 739-9201
Email Address	hr@SEARCHhomeless.org

Application Method	<p>To apply for a position with SEARCH, please email your resume, salary history, and the position's title for which you are interested to: hr@SEARCHhomeless.org</p> <p>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.</p>
Opening Date	<p>Positions remain posted until filled. The preferred format for resumes is Microsoft Word documents.</p>

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.

