



JOB POSTING

Job Title: Program Manager Residential Services

Departments: Youth and Family Transitional Services

Salary/Wage: 60k – 70k, DOE

Status: Full time, Exempt, with Medical, Dental & Vision Insurance Benefits, 403 (b) Plan

POSITION PURPOSE AND OBJECTIVES:

Youth and Family Enrichment Services is seeking a creative, innovative, energetic and qualified Program Manager to lead and provide oversight of the Daybreak and Your House South youth residential programs in Redwood City. Program services include residential, clinical and non-clinical services. Through supervision of staff, this position ensures that programs deliver high quality services with well trained staff and adhere to the agency mission. The position is responsible for leading residential programs, defining and evaluating outcomes and offering services that reflect the “best practices” in the field as defined by substantive research and practice data. Duties may include counseling, psychotherapy, case management social work and family therapy; and also involve serving as a member of the YFES Management Team.

Daybreak provides transitional, community and independent living skills training for homeless teens aged 16-20. Residents participate in a structured program where they are required to attend school, work, and save a portion of their paychecks. Teens are connected to medical and mental health services, and learn how to shop, cook, manage their money, find and maintain a job, and locate housing.

Your House South provides 24-hour emergency and temporary housing for youth aged 10 to 17 whose families are in crisis. Youth live at the residence participating in a structured program that includes individual, group and family counseling. The goal of the program is to reunite the youth with their families.

The primary responsibilities of the Program Manager position include: program leadership, administrative supervision of Program Coordinators, Family Counselors, Resident Counselors and Case Managers, training staff, cultivating client referrals, oversight of facilities, interface with funding/contract sources, and monitoring financial expenditures. This is a high level management/clinical position and previous experience with program coordination, residential services, youth development, substance abuse and/or mental health issues is recommended. Some evening hours required. This position reports directly to the Clinical Director.

MINIMUM QUALIFICATIONS:

Demonstrable and verifiable skills, abilities, and qualities commensurate with Program Manager position requirements. Successful management experience with well developed leadership skills. Doctoral or Master’s Degree in Psychology, Social Work, Counseling or the equivalent required. MFT, LCSW or PSY license preferred. Bilingual/bicultural and/or Spanish speaking candidates are strongly encouraged to apply.

TO APPLY: Please email a detailed cover letter and resume to Douglas Styles, PsyD: Clinical Director. douglas.styles@yfes.org

Posted July 7, 2008 – Open until filled.

Youth and Family Enrichment Services (YFES) is a private non-profit agency in San Mateo County that provides a wide array of free and low-cost services to help children, teens and adults who are dealing with substance abuse, domestic violence, mental health, relationship and communication issues. More information about the agencies and its programs can be found at www.yfes.org.