



**SAINT LOUISE HOUSE**

Build. Believe. Become.

## Program Director

### About Us

Saint Louis House provides a 2Gen, long-term supportive housing program to mothers and their children who are overcoming homelessness in Central Texas. Our proven program provides stable housing, empowering partnership, and wraparound services. The highly individualized support we provide fosters education, financial literacy, strong family relationships and healthy living, leading to a lifetime of self-sufficiency. All work is guided by the Saint Louis House values of **Hope, Effectiveness, Empowerment, Growth Mindset, Commitment, and Humility**. With a deep belief in the power of women to transform their lives, their families, and our community, we are committed to a solution-focused model for growth and sustainable change. A career at Saint Louis House provides an opportunity for growth and professional development while making a lasting contribution to the lives of mothers and their children.

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### Job Description Summary

The **Program Director** is a vital leadership position that is an integral part of the success we envision for families. The Program Director is responsible for providing direct support and supervision to the Resiliency and Empowerment Partners (case management team). The Program Director leads the team towards key programmatic outcomes by acting as a champion for the tenets of Solution-Focused Brief Therapy. The Program Director actively participates in a blended management team in which property management and resident services work together to promote residents' housing stability.

### Benefits

Saint Louis House invests in our employees in many ways. We provide the tools and support needed for all staff so that they can provide the highest quality of services to our families. In addition to fostering a positive, learning, and supportive work environment, we also offer:

- A Competitive Salary
- Paid Time Off (160 hours a year)
- Paid Holidays (12 days a year)
- Health / Dental / Vision Insurance
- Life and disability Insurance

### Responsibilities include, but are not limited to,

- Providing strong leadership within the program and the organization by creating a team culture that is positive, inclusive, trusting, and focused on outcomes.
- Direct supervision of the Resiliency and Empowerment Partners (Case Management Team).
- Serving as the Implementation champion of the Solution-Focused Brief Therapy Model.

- Collaborating actively with the organizational leadership as a member of the management team.
- Ensuring programmatic goals through the delivery of a positive, impactful family experience.
- Ensuring that service delivery aligns with best practices and meets quality standards.
- Overseeing new employee training as well as continuing education training.
- Completing file reviews, service plan reviews and case presentations.
- Monitoring individual family progress to identify potential trends and challenges.

### **Skills**

- Proven experience as a program manager or other managerial position
- Proven experience as a Case Manager
- Effective communicator with an inclusive approach to collaborating with people.
- Demonstrated ability to collaborate and participate in a team-oriented environment.
- Demonstrated experience in program development.
- Demonstrated experience using data to drive decision-making.
- Knowledge of evidence based best practice approaches.
- A business acumen with a strategic ability to address workplace challenges.
- Displays the highest standards of discretion, ethics, continuous improvement, and professionalism.

### **Education and Experience**

Saint Louise House welcomes applicants whose practical experience, and depth of education aligns with our organizational values of **Hope, Effectiveness, Growth Mindset, Commitment, Empowerment and Humility**. Our ideal candidate has the depth of education and training to collaborate with diverse community members who have experienced personal challenges that have impacted their housing stability. We seek applicants who have a strong ethical foundation that aligns with best practices for empowering individuals to embrace sustainable change. We invite applications from experienced leaders with demonstrated practical skills and training in Solution-Focused Brief Therapy.

Saint Louise House is committed to the recruitment, selection, development, and promotion of employees based on individual merit. Our policy is to provide equal employment opportunity to all people without regard to race, color, religion, sex, national origin, age, or disability. We encourage applicants from traditionally underrepresented groups and diverse backgrounds, who mirror the population we serve.

***To apply for the position, please send Cover Letter and Resume to:***

Sherrí Fleming, Human Resources Project Manager at [sfleming@saintlouiselhouse.org](mailto:sfleming@saintlouiselhouse.org)

For more information about Saint Louise House, please visit [www.saintlouiselhouse.org](http://www.saintlouiselhouse.org)