



connections
FOR THE HOMELESS

2121 Dewey Avenue
Evanston, IL 60201
847.475.7070

EMPLOYMENT OPPORTUNITY

YOUTH PROGRAMS MANAGER

FLSA Status: Exempt

Summary of Position: Oversees all aspects of the Our House and Bridges to Home programs. Supervises a team of house mentors providing services to young men and women housed in the Our House and Bridges to Home programs. The services are delivered using harm reduction and trauma informed frameworks and positive youth development practices.

Specific Duties:

- Supervise, train and evaluate the staff that is responsible for maintaining a safe and stable environment for the young men ensuring best practice service delivery. Plan and implement groups, activities, and celebrations with Our House participants.
- Coordinate entry into Our House and Bridges to Home programs.
- Coordinate service referrals to community partners, actively develop additional community partner relationships, and manage landlord relationships. Work internally with other departments to manage the day-to-day needs of Our House.
- Oversee all aspects of the program including; supply management, resident points, check requests, programmatic details, facilities maintenance, staff scheduling and certifications.
- Monitor grant management and ensure data collection, site procedures, staff training, and other activities are congruent with requirements of grant
- Participate in agency planning including development of service metrics and budget development. Specifically, this position is responsible for defining and developing appropriate service offerings and interventions, and articulating client- and staff-based objectives and measurements by which the agency will demonstrate the effectiveness of its work. Ensure the timely and accurate entry of all required data and produce required reports.
- Work constructively in a team setting and builds relationships with other team members.

- Adhere to the Core Values and Code of Conduct for Connections for the Homeless.
- Perform other duties as assigned

The following qualifications are requirements for the position:

- Master's degree in social work or equivalent experience
- Deep understanding of principles of harm reduction and trauma-informed care, and the impact of severe mental illness on individuals and their families
- Experience working in case management
- Experience working with populations who are homeless and/or fleeing from domestic violence

The following qualifications are highly desirable:

- Experience with private and public grant management, particularly grants from the U.S. Department of Health and Human Services, including metric and budget development
- At least two years of supervisory experience
- Bilingual English/Spanish

Other requirements:

- Valid Illinois Driver's License
- Flexible schedule – may be required to attend after hours' meetings or respond to emergencies
- Able to work independently and with diverse populations
- Excellent speaking, writing, and interpersonal skills
- Computer literacy in Microsoft Office
- Must be able to pass a criminal background check and submit to or provide evidence of a recent test for tuberculosis

Reports to: Director of Housing Programs

Compensation and Benefits

Competitive salary and benefits plan, including Paid Time Off (PTO), paid holidays, health, dental and life insurance options, short- and long-term disability coverage, as well as a 403(b) option.

Organizational Overview

Connections serves and catalyzes our community to end homelessness, one person at a time. We do this through homelessness prevention, shelter, and housing programs. In 2018, Connections has served over 1,100 individuals through our services. To learn more about our programs, please visit our website at www.connect2home.org.