

Job Title	PROGRAM DIRECTOR
Employer/ Agency	JOURNEY HTX
Job Description	<p>The Program Director will be a key leader in designing, implementing, and overseeing the comprehensive programs that support formerly fostered youth at Journey HTX. This role requires a compassionate and experienced professional with a strong background in social work and a preferred understanding of psychology, particularly as it relates to trauma-informed care and adolescent development. The Program Director will ensure the delivery of high-quality, impactful services that align with Journey HTX's mission and vision, fostering an environment where young adults can thrive.</p> <p>Key Responsibilities</p> <ul style="list-style-type: none"> • Program Development & Management: <ul style="list-style-type: none"> ○ Lead the development, implementation, and evaluation of all program components, including: <ul style="list-style-type: none"> ▪ Housing and food security initiatives. ▪ Life skills training (home maintenance, meal preparation, food sourcing). ▪ Social wellness and community-building activities. ▪ Career exploration and workforce development. ▪ Mental and physical health support, including counseling and wellness practices. ○ Ensure programs are trauma-informed, culturally competent, and responsive to the unique needs of formerly fostered youth. ○ Monitor program effectiveness, track outcomes, and prepare reports on program impact. ○ Continuously assess and improve program offerings based on participant feedback, best practices, and research. • Staff Leadership & Supervision: <ul style="list-style-type: none"> ○ Train, supervise, and mentor program staff and volunteers, ensuring a high-performing and supportive team. ○ Foster a collaborative and empowering environment for staff and participants. ○ Conduct regular performance evaluations and provide ongoing professional development opportunities. • Participant Support & Advocacy: <ul style="list-style-type: none"> ○ Oversee the intake and assessment process for new participants. ○ Ensure individualized support plans are developed and implemented for each participant. ○ Advocate for participants' needs and connect them with external resources as necessary. ○ Oversee crisis intervention and conflict resolution within the program. • Partnership & Collaboration: <ul style="list-style-type: none"> ○ Cultivate and maintain strong relationships with community

	<p>partners, including mental health providers, educational institutions, workforce development agencies, and other non-profit organizations.</p> <ul style="list-style-type: none"> ○ Collaborate with the President/CEO and other leadership to align program goals with overall organizational strategy and fundraising efforts. ○ Represent Journey HTX at relevant community meetings, conferences, and stakeholder events. <ul style="list-style-type: none"> • Administrative & Compliance: <ul style="list-style-type: none"> ○ Manage program budgets and ensure responsible allocation of resources. ○ Ensure compliance with all relevant regulations, licensing requirements, and organizational policies. ○ Maintain accurate and confidential participant records and program data.
Qualifications	<ul style="list-style-type: none"> • Education: <ul style="list-style-type: none"> ○ Master's degree in Social Work (MSW), Psychology, or Counseling preferred. • Experience: <ul style="list-style-type: none"> ○ Minimum of 3-5 years of experience in program management within social services, non-profit, or related sectors. ○ Demonstrated experience working with at-risk youth, particularly those who have experienced foster care, homelessness, or trauma. ○ Experience in staff supervision, team leadership, and program evaluation. ○ Proven ability to develop and implement comprehensive social work programs. • Skills & Abilities: <ul style="list-style-type: none"> ○ Deep understanding of adolescent development, trauma-informed care, and mental health challenges facing vulnerable populations. ○ Excellent leadership, communication (written and verbal), and interpersonal skills. ○ Strong organizational and project management abilities, with attention to detail. ○ Ability to work effectively with diverse populations, including staff, participants, and community partners. ○ Proficiency in data collection, analysis, and reporting. ○ Bilingual (English/Spanish) highly desirable. ○ Proficiency in standard office software (Microsoft Office Suite, Google Workspace).
Salary/Hours	<ul style="list-style-type: none"> ○ Salary: \$25 - \$30 per hour ○ Employment: This is an initial part-time position, 20 hours per week, requiring in-person work from 8am to 12 noon, Mondays to Fridays. As the program is fully implemented and grows, the Program Director will transition to a full-time role.
Address	3219 Almeda Genoa Rd

City, State, Zip	Houston, TX 77047
Contact Person	Rev. Dr. Vanessa Monroe
Telephone Number	346-554-7780
Email Address	monroe@journeyhtx.org
Application Method	Interested candidates should submit a resume and cover letter detailing their qualifications and experience relevant to this position. Please send your application to monroe@journeyhtx.org with the subject line "Program Director Application - [Your Name]".
Opening Date	Immediately

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.

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