

LA FAMILY HOUSING

Job Title: Director of Interim Housing

Job Type: Full-time

Location: North Hollywood, California

Duties & Responsibilities

The Director of Interim Housing is responsible for the oversight, direction, and supervision of a 250 bed crisis housing program. The Director will need to operate in an atmosphere of teamwork as there will be multiple teams/partners to support participants in exiting to permanent housing. Clinical supervision of the Resident Advocate team is required. The Director will use a Housing First methodology to ensure that bridge housing participants are both supported and focused on securing permanent housing. Housing first extends to the following:

- Rules, procedures, and operating policies/practices must reflect that placement into permanent housing is the goal of the program.
- The facility needs to have a positive and creative atmosphere that encourages participants to focus on permanent housing placement.
- Use of data to identify and resolve issues preventing the placement of participants into permanent housing.
- Addressing participant behavior that is impinging on another participant's ability to be safe and focus on securing permanent housing.
- Creating programming that supports housing placement.

SPECIFIC DUTIES

1. Supervision:
 - Oversight and coordination of the Operations Manager. Resolve operational issues with a team centered approach.
2. Collaboration and Coordination:
 - Work alongside LAFH Directors to ensure that participants are actively engaged in permanent housing plans.
3. Operational Oversight (in coordination with the Operations Manager):
 - Operate Bridge Housing as a safe environment where participants can focus on permanent housing placement.
4. Volunteer Engagement (in coordination with LAFH Development Department):
 - Make volunteer needs known to the Development department.
5. Budget and Contract (in coordination with Finance, Development and Quality Management):
 - Provide feedback into the annual budget development process for Bridge Housing.
6. Staffing (in coordination with Human Resources):
 - Assist with the evaluation of job performance for all personnel responsible for the Other Duties:
 - Respond to after-hour interim housing issues/problems as needed and
 - Please see the full Job description for more...

Education, Experience and Skills:

EDUCATION:

- Master's Degree in Social services or BA degree

EXPERIENCE:

- Position requires a minimum of five (5) years' experience in program supervision
- Knowledge of homeless populations and services, government assistance programs, employment, housing placement, mental health, recovery services, case management procedures
- Grant writing, public and private funding
- Contract and fiscal management.

KNOWLEDGE AND SKILLS:

- Excellent written and oral communication
- Effective staff supervision
- Supportive service program development
- Community-based organizations and resources
- Homelessness and related issues (i.e. poverty, housing, services)
- Contract management/Grant writing
- Budget/Fiscal management

LAFH Benefits:

Health, Dental, Vision, Life, Voluntary Life, 403B Retirement Plan, 529 Education Savings Plan, Long Term Disability, Employee Assistance Program, AFLAC Policies, AFLAC FSAs, Legal Policy, Employee Appreciation Program, Company Sponsored Employee Outings, 9/80 Alternative Work Schedule, Paid Sick, Vacation and 11 Observed Holidays.

Equal Employment Opportunity Statement:

EEO: LAFH is committed to providing equal employment opportunities for applicants and employees.

FAIR CHANCE INITIATIVE: LAFH is in compliance with the Fair Chance Initiative for Hiring and will consider qualified applicants with criminal histories.

PHYSICAL ACCOMMODATIONS: All candidates must be able to perform the physical demands of the position with or without reasonable accommodation. For a list of physical demands, please refer to the full job description.

To Apply:

Email your resume and cover letter to HR@lafh.org