



JOB ANNOUNCEMENT

Program Manager Los Angeles Program

The Organization

CSH transforms how communities use housing solutions to improve the lives of the most vulnerable people. We offer capital, expertise, information and innovation that allow our partners to use supportive housing to achieve stability, strength and success for the people in most need. CSH blends over 20 years of experience and dedication with a practical and entrepreneurial spirit, making us the source for housing solutions. CSH is an industry leader with national influence and deep connections in a growing number of local communities. We are headquartered in New York City with staff stationed in more than 20 locations around the country.

TEAM: Los Angeles Program

CSH's Los Angeles Program office opened in 2004 with one full-time employee and has since grown to a staff of eight. Since 2004, CSH LA has provided over \$60M in predevelopment and acquisition loans and \$2.4M in grants that stimulated the development of nearly 4,000 new units of permanent supportive housing throughout LA County. The Los Angeles Program continues to be a catalyst for supportive housing creation in every region of LA County, with a special focus on vulnerable populations including homeless youth, older adults, formerly incarcerated individuals, and frequent users of the health system. CSH LA is also committed to increasing the capacity of all supportive housing partners including property managers, service providers, and residents to create and sustain strong communities.

Job Description

CSH is seeking a Program Manager to support our reentry initiative, capacity building efforts, and new work related to children and family homelessness.

The Program Manager will sustain and expand our JIR 2.0 project which connects individuals exiting the criminal justice system to high quality permanent supportive housing. These efforts include providing technical assistance to supportive service providers serving this population; providing and managing grants to these providers; coordinating a formal evaluation of JIR 2.0; coordinating a steering committee; and supporting the Director and Associate Director with policy changes to support the creation and operation of permanent supportive housing to serve the re-entry population.

The Program Manager will also provide technical assistance and community support to targeted housing providers and Service Planning Areas (SPAs) as part of CSH's 88 Communities Strong Initiative. 88 Communities Strong is an initiative to build on the assets, local capacity and creativity of five key areas in Los Angeles County lacking access to supportive housing. The initiative includes needs assessment, technical assistance, training and grant making.

CSH LA is currently setting its 2015 Strategic Priorities and intends to design a new initiative focused on children and family homelessness with a particular emphasis on the child-welfare and public housing systems. The Program Manager will support this work.

Position requirements

CSH is seeking a creative, goal oriented individual. Under the supervision of the Associate Director of the Los Angeles office, this position will be responsible for advancing CSH's strategic goals and priorities by providing project and program specific assistance, training and capacity building to community-based partners in both the public and private sectors.

Responsibilities

- Cultivate and maintain relationships with key local and state stakeholders, including government representatives, non-profit organizations and technical assistance providers.
- Manage the JIR 2.0 project, including overseeing grants, monitoring and reporting outcomes, coordinating a steering committee, supporting the service provider team's success, communicating regularly with key stakeholders, and coordinating a formal evaluation.

- In collaboration with the Associate Director, work to identify new funding streams to meet the housing needs of people involved with the criminal justice system; this includes helping to launch LA's first Pay-For-Success model to finance the ongoing operation of a jail in-reach project like JIR 2.0 and working to increase criminal justice partner investments in supportive housing interventions.
- In collaboration with the LA staff, provide the needed technical assistance and training to increase the capacity of the Los Angeles supportive housing industry to serve vulnerable populations, such as individuals exiting the criminal justice system and children and families experiencing homelessness.
- In collaboration with the LA staff and external partners, provide the needed technical assistance and training to HUD MultiFamily owners/agents to partner with service providers to serve homeless veterans.
- Support targeted LA County communities by collaborating to identify housing resources, to design of a coordinated entry system, to reduce barriers to housing and ensure right-sizing of housing interventions to need, and to increase system-wide capacity to meet the housing needs of highly vulnerable populations.
- Collaborate with local staff and the CSH policy staff to identify public policy issues emerging from the broader supportive housing field
- Work with existing PSH providers to improve the operation and quality of existing PSH units
- Prepare timely reports for internal management and funders
- Administer and monitor consultant agreements
- Perform any other duties or special projects as assigned by the supervisor
- Regular local and occasional state/national travel required

Qualifications:

Successful candidates will be adaptive, entrepreneurial, problem solvers with a demonstrated commitment to social justice. Their work will be driven by strategic thinking and executed with creativity and flexibility.

- Bachelor's degree; advanced degree preferred. Equivalent experience may substitute for education.
- Minimum of 5 years of experience in creating programs and/or policies serving vulnerable populations, such as homeless individuals and/or individuals exiting the criminal justice system. Experience in the supportive housing field is a plus.
- Knowledgeable of issues related to supportive housing including homelessness, low-income housing and community development, finance, state and local policies, social service delivery, mental illness, AIDS, harm reduction, etc.
- Knowledge of criminal justice systems, re-entry and homeless services system; ability to work closely with the Los Angeles Sheriff Department, the Los Angeles Probation Department, jail facilities and other criminal justice partners.
- Knowledge of issues related to non-profit capacity, community coalition building, and systems change.
- Understanding of issues related family homelessness, particularly involvement with the child-welfare system.
- Experience working with public housing systems.
- Familiarity with performance evaluation.
- Demonstrated skills at building collaborative partnerships
- Demonstrated experience at managing multiple assignments effectively
- Ability to take initiative and pursue goals with minimal supervision
- Strong analytical, interpersonal, presentation and written and verbal communication skills
- Excellent computer skills including extensive knowledge of MS Word and MS Excel, Microsoft Outlook, and ability to manage on-line learning communities

To Apply:

<https://home2.eease.adp.com/recruit/?id=14766842>

Candidates should apply by clicking on the link below. All candidates should attach their **Resume, Cover letter and Salary Expectations as one Microsoft Word or PDF document.**

(Please note that some internet browsers may not allow you to upload files, if this is the case please copy and paste your resume and cover letter in the text box)

CSH is committed to a policy of equal treatment and opportunity in every aspect of its relations with staff members and prospective employees, and will not discriminate against applicants for employment because of race, creed, color, national origin, age, disability, marital status, sex, or sexual orientation. CSH is also committed to a policy of affirmative action in the hiring of staff and encourages employment applications from people who are representative of the culturally and ethnically diverse communities CSH serves.