



## **JOB ANNOUNCEMENT**

### **Senior Program Manager Illinois Team**

#### **The Organization:**

For over 25 years, CSH has been a game-changer for the most vulnerable people in our country:

- ✓ Helping communities create 200,000 homes for individuals and families who did not have one;
- ✓ Bringing hope to thousands who thought they would live on the streets or reside in institutions forever;
- ✓ Ensuring not only a stable home for each, but access to the services that brought healthcare, recovery and training to their doorsteps;
- ✓ Changing the trajectory of lives away from poverty and despair, and toward independence and economic sufficiency.

#### **Working for CSH:**

If you have a desire to make a difference for people and families others have given up on, and often say cannot be helped, we have a place for you. Not only has CSH proven supportive housing works and does change the lives of individuals facing acute disabilities, complex medical and mental conditions, substance use disorders and economic barriers, we have done so while creating a family of nationally recognized experts who stay committed to our organization and mission throughout their careers. CSH offers empowerment, development and growth to those we serve and our workforce. We attract talented professionals, offer competitive salaries with benefits, generous family leave and PTO, and fully embrace the philosophy that a sustainable work-life balance is desirable and achievable. With the aim of attracting good people who possess the confidence and drive to get the job done, CSH is now accepting applications for a Senior Program Manager for our Illinois Team.

#### **The Position:**

The ideal candidate will be a highly motivated, inspired, and creative individual. This position will provide support implementing the Chicago Coordinated Entry Systems for families with children and serve as the lead Collaboration Manager for the Housing Supports for Families in Transition Program in partnership with the Department of Family and Support Services and Chicago Public Schools. CSH seeks a professional with strong skills in project management and the proven ability to work well independently and within a multi-disciplinary team environment and manage multiple priorities. The Senior Program Manager will have the following responsibilities:

- Collaborate and active participation with the All Chicago leadership team, HomeWorks Campaign, Chicago Public Schools, Department of Family and Support Services, Mayor's Office, and University of Chicago Urban Labs
- Work directly with the six identified schools within CPS, Students in Temporary Living Situations liaisons within the schools and in CPS Central Office to develop and meet implementation benchmarks, manage the recruitment of families, and on-going coordination at the schools and related partners
- Coordinate trainings on the initiative and assessment sites/processes for the initiative
- Develop policies and procedures for coordination between schools, homeless families, and community providers
- Make public presentations on the initiative including to recruit private landlords and property owners
- Coordinating with partners to identify barriers that can be removed, expedite the housing process
- Coordinate with the CSH CES Team and All Chicago HMIS for data dashboard and reporting to generate and report outcomes
- Facilitate weekly case conferencing for housing and services partners
- Identify capacity building needs for supportive housing providers, coordinate and deliver training
- Use information from the initiative to inform housing needs for families enrolled in STLS and recommendations for a greater response from the City, HUD, and CPS
- Perform any other related duties or special projects locally, or in collaboration with regional and national teams as assigned by the supervisor.

#### **Qualifications**

All CSH staff share a common competency framework. These guide our approach and in turn, help us create value. The successful candidate will be adaptable, entrepreneurial, creative, flexible, and a problem solver. Her/his work will be driven by strategic thinking and executed with creativity and efficiency. S/he will have a sense of humor, patience, and a commitment to treating others with respect.

- Demonstrated knowledge of working in high poverty, high crime communities in Chicago.
- 5+ years of working in the field of supportive housing, public policy, social programs or homeless services, with a focus on families with children or in other community programs that serve homeless families
- Previous project management experience with demonstrated leadership and organizational skills and the ability to manage project team, project budgets, and deadlines.
- Ability to adapt approach, strategy, and tactics rapidly in response to changing priorities, information, or client/program needs.
- Ability to take initiative and pursue goals with minimal supervision.
- Proven track record of dependability, focus, attention to detail and accuracy.
- Ability to communicate clearly and simply, coupled with a strong creative sensibility and ability to think strategically.
- Proven ability to build collaborative relationships and work with colleagues, external audiences, and in collaborative programs and initiatives.
- Strong analytical, interpersonal, presentation, and written and verbal communication skills including proficiency using Microsoft Office Suite, including Word, Excel, PowerPoint and Outlook.
- Experience in managing staff or team members.
- Bachelor's degree preferred. Equivalent experience may substitute for education.

**Interested in joining our team as a leader in the national supportive housing movement?**

**To Apply:** 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.**

<https://csh.csod.com/ats/careersite/jobdetails.aspx?site=1&c=csh&id=42>

*CSH is proud that it always has been and always will be an Equal Opportunity Employer.*