JOB ANNOUNCEMENT

Senior Program Manager
Western Region - Flexible Location
Consulting

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;

Working for CSH:
If you have a desire to make a difference for the most vulnerable people and have the skills to help us take supportive housing to scale, we have a place for you. Not only has CSH proven supportive housing works and does change the lives of individuals with disabilities, complex medical and mental conditions, substance use disorders and economic barriers, we have done so while creating a team 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 to 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 (SPM) to work as a consultant throughout our Western Region.

The Position:
CSH is seeking an energetic, results-oriented individual to work closely with our Western Region Managing Director and Associate Director of Consulting. Ideal candidates will have strong project management skills and understand the nature of working with fee-for-service contracts and managing workloads and project deliverables within a specific time frame. The focus of this role will be on delivering technical assistance through consulting contracts to support our local offices and work in areas where CSH does not have an office presence. Projects will focus on engaging systems and communities, aligning resources to create new supportive housing, and ensuring quality services and operations.

Location
This position provides consulting services within our Western Region which includes the states of AZ, NM, NV, UT, CA, CO, ID, MT, WY, OR, WA, HI, and AK. Candidates must live in one of these states and, depending on location, will work from a CSH office or a home office. Considerable travel within the region and occasionally elsewhere will be expected.

Responsibilities
SPMs are responsible for implementation of programs, projects and initiatives. Specific areas of work for this position include:

- Work primarily as a member of our Western Region team on consulting projects. Work includes community technical assistance (remote and in-person); trainings and/or webinars; and written products.
- Serve as project manager for contracts and/or grants, ensuring clearly defined team roles, on time and on-budget deliverables, and delivery of quality products. CSH expects project managers to foster a work environment based on quality teamwork, mutual accountability, and high quality performance.
- Provide technical assistance/consulting services to diverse stakeholders including government. This work may include data analysis, financial modeling, and program analysis.
- Participate on and contribute to project teams as assigned. Tasks may include the coordination of and participation in technical assistance visits; drafting reports, policy guidance, and other documents and resources; and training design, development, delivery, and evaluation – as well as supporting staff engaged in such activities.
- Assist the Managing Director and CSH staff in scoping contracts, writing proposals, refining and packing products, and managing contracts as requested.
- Participate in all team activities including staff meetings, work planning, business development, and marketing.
- Other duties as assigned.

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.

Specific skills and experience include:

- 5+ years of experience in supportive housing, affordable housing, healthcare, and/or community development.
- Passion for the CSH mission and the leadership and management skills necessary to advance and realize CSH's vision and further enhance the organization's reputation in the communities that it serves.
- Knowledge and experience in providing technical assistance/consulting services to diverse stakeholders including government, and experience and familiarity with permanent housing and services models for vulnerable populations including chronically homeless.
- Previous project management experience with demonstrated leadership and organizational skills and the ability to manage project teams, project budgets and deadlines.
- Proven ability to work with colleagues and external audiences and partners in the areas of public policy, systems change, housing development/operations, and/or the delivery of supportive services.
- Ability to work well independently and within a multi-disciplinary team environment, manage multiple projects and priorities, and working cooperatively to meet internal and external requests.
- Strong analytical, interpersonal, presentation, and written and verbal communications skills coupled with a strong creative sensibility and ability to think strategically.
- Ability to take initiative and pursue goals with minimal supervision. Comfort with working on a team that is "virtual" and does most of its work via telephone and email.
- Proficiency in using Microsoft Office Suite including Word, Excel, Power Point and Outlook.
- Sound business ethics, including the protection of proprietary information.
- Willing and able to travel at least 30% of the month, although travel schedule will vary based on assignments.
- Bachelor's degree in a related field. 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=69

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