

Date Posted: 05/26/2011

**University of Houston  
Graduate College of Social Work**

**JOB OPPORTUNITY POSTING**

**Job Title:** Child Welfare Education Project Director

**Employer/Agency:** University of Houston Graduate College of Social Work

**Job Description:** Plans, develops and administers the Child Welfare Education Project (CWEP), which is a collaborative effort between the Graduate School of Social Work (GSSW) and the Texas Department of Protective & Regulatory Services (TDPRS).

1. Directs and administers the CWEP program, including managing the daily operations of local and regional program centers, and development and implementation of new program objectives.
2. Develops and monitors annual budgets, allocates resources within the project, and provides annual progress reports to funding agencies.
3. Directs the activities of staff to include hiring, training, work direction, termination and performance appraisals.
4. Establishes and maintains working relationships with the TDPRS regional and state staff; negotiates and submits grant and contract proposals to the TDPRS.
5. Develops and implements policies and procedures for project administration.
6. Serves on various CWEP committees, i.e., Administrative, Field, Curriculum, Evaluation, Off-site Programs; serves as chair as required.
7. Works with the Principal Investigator to evaluate the

effectiveness and results of the program.

8. Performs other job-related duties as required.

**Qualifications:** Requires a Master's degree in Social Work (MSW) or equivalent formal training in a recognized field of specialization that is directly related to the type of work being performed.

Requires a minimum of three (3) years of directly job-related experience.

**Salary/Hours:** \$4,333.33 - \$5,635.07/month  
Full-time

**Employer/Agency:** University of Houston  
Graduate College of Social Work

**City, State, Zip:** Houston, TX

**Application Method:** Apply online at  
<https://jobs.uh.edu/applicants/jsp/shared/frameSet/Frameset.jsp?time=1306442246353>

**Opening Date:** Immediately

***If your response to this job posting results in successful employment, please email the GCSW Office of Alumni and Career Services at***

***[mswjobs@sw.uh.edu](mailto:mswjobs@sw.uh.edu) with the hiring details of your new job opportunity.***

***Thank you***