

Date Posted: 04/10/13

Job Opportunity Posting

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| Job Title: | Program Office |
| Employer/ Agency: | Local Initiatives Support Corporation-Greater Houston |
| Job Description: | The Program Officer hired to fill this position will manage the Financial Opportunity Centers (FOCs) Program. The Program Officer will also assist with other programmatic efforts, as needed, related to LISC's comprehensive community development approach. |
| Qualifications: | <p>Minimum</p> <p>Bachelors Degree in related field. Graduate degree in urban planning, real estate, public administration, community organizing, business or social work preferred. Familiarity with Houston's financial stability issues, workforce development programs, and housing and economic development issues. Experience in working with a variety of community, public, and private sector actors to design and implement programs related to neighborhood revitalization and/or family economic stability. Proficiency with Microsoft Office Suite of programs and Internet research. Candidate must also have the capacity to learn and navigate new software required for all LISC employees and for specific program initiatives.</p> <p>Preferred:</p> <p>Developing and managing neighborhood based programs. Providing leadership and collaboration to build consensus among different constituencies. Strong organizational development and community skills. Experience in providing training and technical assistance to non-profit organizations. Implementing workforce development initiatives. Implementing family financial stability initiatives</p> |
| Salary/Hours: | DOE |
| Employer/Agency: | LISC Greater Houston |
| City, State, Zip: | Houston ,TX 77008 |
| Application Method: | The LISC Greater Houston office would like to fill this position as quickly as possible, but will leave the position open until filled. Qualified candidates should send VIA E-MAIL to HoustonHR@lisc.org the following items: resume, cover letter, and writing sample. Please type "FOC Program Officer Application" in the subject line of the e-mail. |
| Opening Date: | Immediately |

To post a job opportunity or if your response to this job posting results in successful employment, please email the GCSW Office of Alumni and Career Services at mjobs@central.uh.edu with the hiring details of your new job opportunity. Thank you.