

Job Title	Project Manager/Social Service Coordinator
Employer/ Agency	Communities in Schools of Houston, Inc.
Job Description	The CISH Project Manager/Coordinator will coordinate, direct and implement varied professional administrative function in the day-to-day operations on the assigned campus site. Manages major campus functions; adheres to performance expectations, campus plan, campus agreement and ensures that goals and objectives of CISH are accomplished in conjunction with assigned school principals' expectation within the prescribed time frame and funding parameters. Coordinates agency/partners/community resources; develops and evaluated subordinates and volunteers, manages budget and oversees campus caseload and compliance goals as set by campus contract.
Qualifications	MSW/LMSW/LPC
Salary/Hours	\$38,000-\$40,000 annual salary/ 37.5 hours per week
Employer/Agency	Communities in School of Houston, Inc.
Address	1234 North Loop West, Suite 300
City, State, Zip	Houston, TX 77008
Contact Person	Mable S. Gibbs
Contact Title	Director of Human Resources
Telephone Number	713.654.1515 ext. 125
Fax Number	713.862.4885
Email Address	mable@cis-houston.org
Application Method	Send resumes to hrresumes@cis-houston.org
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 mswjobs@central.uh.edu with the hiring details of your new job opportunity. Thank you.