

<b>Job Title</b>	<b>Program Director</b>
<b>Employer/ Agency</b>	Open Gate Ministry for Homeless Young Adults
<b>Job Description</b>	<p>The key areas of responsibility for the Program Director include, but are not limited to:</p> <ul style="list-style-type: none"> <li>• Develop Sunday programming and plan and lead Sunday activities, as well as non-Sunday activities.</li> <li>• Interact with, and advocate for, Open Gate participants.</li> <li>• Encourage a sense of community among participants and volunteers.</li> <li>• Develop best practices for interacting with Open Gate participants and meet the ever-changing and increasing needs of the Houston homeless young adult community.</li> <li>• Meet at least once per calendar month with the Supervisor.</li> <li>• Attend monthly Open Gate board meetings, being prepared to contribute and discuss programs.</li> <li>• Attend training, workshops, and/or community events relevant to Open Gate programming, and communicate information to Board and volunteers as needed.</li> <li>• Collaborate with other agencies and organizations in the area to best meet the needs of our participants.</li> <li>• Communicate any concerns regarding staff, volunteers, programming, and/or participants with Supervisor in a timely and efficient manner so as to resolve any potential conflict that may interfere with Open Gate operations.</li> <li>• Other duties as assigned.</li> </ul>
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• A bachelor’s degree in social work, human services, clinical psychology, public policy, or a field related to working with homeless young adults; <i>OR</i> in the process of pursuing an advanced or professional degree in a relevant field, ideally having completed any ethics and/or professional conduct requirements; <i>OR</i> significant, directly related work experience.</li> <li>• Resumes, transcripts and/or proof of degrees, and professional and/or academic references.</li> <li>• Experience working with at risk persons and/or persons experiencing homelessness, ideally youth or young adults, including (but not limited to) LGBTQI+ persons.</li> <li>• Knowledge of Houston-area social services and organizations relevant to individuals experiencing homelessness, ideally youth and young adults.</li> <li>• Strong organizational and leadership skills, including ability to communicate clearly and effectively orally, in writing, and on social media. Experience with conducting training, workshops, and teaching is a plus.</li> <li>• Agreement with Bering’s Reconciling Congregation Statement.</li> <li>• Pass a criminal background check.</li> <li>• Able to work approximately 10 hours per week (but not more than 60</li> </ul>

	<p>hours per month), including at least 4–5 hours on three Sunday afternoons every month.</p> <p><i>Note:</i> Open Gate takes a broad view of “homelessness,” including living on the streets, in emergency or other shelters, in agency-provided housing, or in temporary, unsafe, unreliable, unsustainable situations, etc. Open Gate currently serves persons 18–30 years old, as well as participants’ infants and young children.</p>
<b>Salary/Hours</b>	<p>\$25-\$31/hour.</p> <p>There is a 90-day probationary period for which the salary would be at the lower end, and after which there would be an increase. Average 40 hours per month, 60 hours maximum</p>
<b>Employer/Agency</b>	Bering Memorial United Methodist Church
<b>Address</b>	1440 Harold St.
<b>City, State, Zip</b>	Houston, TX 77006
<b>Contact Person</b>	David K Johnson
<b>Contact Title</b>	Open Gate Board Chair
<b>Email Address</b>	<a href="mailto:dkjohns77006@yahoo.com">dkjohns77006@yahoo.com</a>
<b>Application Method</b>	Online at <a href="https://getonefootover.wufoo.com/forms/r3iftnd1l1gmxb">https://getonefootover.wufoo.com/forms/r3iftnd1l1gmxb</a>
<b>Opening Date</b>	July 18, 2018

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