

Job Title	Special Programming Manager
Employer/ Agency	Bo's Place
Job Description	Assists Program Director in directing, managing and operating the Bo's Place programs. The job responsibility is divided into six areas: managing the Special Programming (Camp Healing Hearts and Retiro Sanando Corazones, Parents Night Out, Summer Fun and Family Fun Night), coordination of the Wednesday Night Ongoing Groups, information and referral/intake, program evaluation/quality improvement, community education/outreach and administrative responsibilities. The Special Programming Manager is a full time staff position reporting to the Program Director. He/She works closely with the Program Director, Trauma Program Manager, Ongoing Groups Manager, Spanish Outreach Manager, Group Coordinators and the Volunteer Coordinator.
Qualifications	Graduate degree in social work, counseling, psychology or marriage and family therapy. Current Texas State license in professional field with maximum level of malpractice insurance coverage. Clinical experience with children and families. Skills in supervision of staff/volunteers. Excellent communication skills.
Salary/Hours	TBD
Employer/Agency	Bo's Place
Address	10050 Buffalo Speedway
City, State, Zip	Houston, Texas 77054
Contact Person	Donna Jaffe
Contact Title	Administrative Director
Telephone Number	713-942-8339
Fax Number	713-942-2252
Email Address	Info@bosplace.org
Application Method	Please email resume and letter of interest to info@bosplace.org

Opening Date	Immediate
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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.

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