

Date Posted: 11/10/2011

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

**JOB OPPORTUNITY POSTING**

<b>Job Title:</b>	Project Manager
<b>Employer/Agency:</b>	Felony Mental Health Court – Harris County District Courts
<b>Job Description:</b>	Implement new Felony Mental Health Court in compliance with grant award from the Bureau of Justice Assistance. Under the general direction of the Court Administrator and Judge, will oversee the operations of the court, including interface with attorneys, mental health professionals and defendants. The project director is the key liaison and resource for the FMHC team members, the judge, stakeholders and the community. As a member of the FMHC steering committee, plays an active role in program policy and planning in addition to implementation. Will be responsible for grant reporting, budget monitoring and management of the intake, assessment and court conference dockets and will coordinate with the program evaluator.
<b>Qualifications:</b>	<p>Must have management experience, including work within a framework of multiple disciplines and specializations. Previous projects involving stakeholder collaboration desirable. Must possess effective communication skills, including effective writing as well as speaking. Clinical expertise is required.</p> <p>Excellent writing skills, able to produce documents suitable for legal-trained readers. Demonstrated ability to create, implement, and manage programs. Computer literacy, specifically as regards Microsoft Office products.</p> <p>Master's Degree Required</p>
<b>Salary/Hours:</b>	(Grant Funded)

	<p>CONTRACT: Up to \$8,437 maximum per month Or SALARY: Up to \$6,250 maximum per month plus benefits</p> <p>40 Hours Per Week Monday–Friday Evenings &amp; weekends when required</p>
<b>Employer/Agency:</b>	Harris County District Courts
<b>Address:</b>	1201 Franklin, 7 <sup>th</sup> Floor
<b>City, State, Zip:</b>	Houston, TX 77002
<b>Application Method:</b>	<p>Please provide resumes to address below or send an email to Jan_Krocker@Justex.net</p> <p>184th District Court Attention: Hon. Jan Krocker 1201 Franklin, 7th Floor Houston, TX 77002</p>
<b>Opening Date:</b>	Applications should be submitted by Nov. 22, 2011

***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***