

Date Posted: 11/29/12

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

JOB OPPORTUNITY POSTING

Job Title: Program Director

Employer/Agency: Humble Area Assistance Ministries (HAAM)

Job Description: Under the direction of the Executive Director, this position is responsible for: Evaluating and designing programs consistent with the agency's strategic plan; Develop and oversee program policies and procedures managing quality control; Develop and maintain relationships with local agencies and organizations; Develop and supervise college internship program; Provide and interpret agency statistics; Provide assistance in seeking and applying for grants including design and budget. Full or part time will be considered.

Qualifications: Master's degree in Social Work - LMSW OR LCSW. Minimum of 3 to 5 years successful nonprofit programming experience, preferably dealing with issues related to poverty and/or homelessness. Bilingual preferred. Must be willing and able to: travel when necessary, work with diverse populations in diverse locations, make last-minute changes to accommodate responsibilities. Must have viable transportation, ability to work well in a team environment and handle multiple, concurrent programs.

Salary/Hours: Full-time, part time may be considered. Compensation commensurate with experience.

Employer/Agency: Humble Area Assistance Ministries

Address: PO Box 14051

City, State, Zip: Humble, TX 77347

Contact Person: Human Resources

Phone: No phone calls, please.

Email: HR@haaministries.org

Application Method: Electronic

Opening Date: Immediate

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 with the hiring details of your new job opportunity. Thank you