



JOB ANNOUNCEMENT

JOB TITLE: Director of CONTINUUM OF CARE PROGRAMS

DESCRIPTION:

Texas Homeless Network seeks a Director of Continuum of Care programs to lead the Balance of State Continuum of Care coordination activities. Texas Homeless Network is the agency that conducts planning and operations of the Texas Balance of State Continuum of Care (TX BoS CoC) and administers the Homeless Management Information System (HMIS) and Coordinated Entry System, providing key infrastructure to the community's homeless emergency response system.

The ideal candidate will have a proven ability to foster coordination and cooperation among diverse groups. He or she will be committed to getting results in a fast-paced environment and able to handle a heavy workload and keep track of detailed information. This position provides an opportunity to engage with policy makers, state and local leaders, and housing and service providers to build capacity, strengthen partnerships, and create innovative programs to alleviate homelessness in 216 counties.

The Director of Continuum of Care Programs is guided by THN's President/CEO and also serves the TX BoS CoC Board, by memorandum of understanding, in fulfilling core functions within Continuum of Care planning and operations. The position is responsible for implementation of the CoC's strategic plan.

ABOUT THN

Incorporated in 1991, Texas Homeless Network (THN) is a 501(c)(3) non-profit organization that is dedicated to addressing homelessness statewide through education, resources, and advocacy. THN provides training and technical assistance on best practices to prevent and end homelessness. THN also serves as the lead agency and Homeless Management Information System (HMIS) lead agency for the TX BoS CoC. Between 2006 and 2018,



ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Oversee the successful implementation of the Continuum of Care Plan.
- Provide project management and administration of the HMIS, Coordinated Entry System, and Continuum of Care program evaluation and performance reporting.
- Responsible for the successful submission of the annual HUD Continuum of Care Program application, including conducting a fair and transparent CoC-level competition.
- Provide expert knowledge and oversee CoC compliance with the HEARTH Act.
- Facilitate inter-agency problem solving to remove barriers and improve service delivery and access to housing and services by persons experiencing homelessness.
- Serve as a spokesperson and subject area expert on the nature and extent of homelessness in the Texas Balance of State CoC.
- Maintain strong communications with the TX BoS CoC Board and Representative Planning Group (RPG)—the body consisting of representatives from Local Homeless Coalitions (LHCs) within the CoC.
- Coordinate THN staffing for all TX BoS CoC Board meetings and RPG meetings.
- Coordinate and direct all marketing and agency communications and special events including the Point-In-Time Count, CoC General Membership meetings, and public presentations.

QUALIFICATIONS:

- Innovative leadership, vision and strategic planning and management.
- A Bachelor's Degree is required; MA, MBA, MSW or MPA preferred.
- Demonstrated management experience in a non-profit setting; minimum 5 years preferred.
- Knowledge and practical understanding of the homelessness field, including funding streams, population-specific needs, planning efforts, Continuum of Care practice, and housing and service models
- Experience in management of state and/or federal grants and project monitoring, or equivalent combination of experience and training that provide essential knowledge, skills and abilities
- Experience working with HUD programs and management of HUD grants
- Effective project management and experience in monitoring and measuring success of programs and initiatives and achieving quality results.
- Exceptional oral and written communication skills including the ability to effectively communicate in a variety of formats and venues,



- Ability to instill confidence, credibility and trust with partners, agencies, influential leaders, politicians, funders and the community at large.
- Demonstrated track record of working collaboratively, and building and achieving consensus.
- Proficiency in use of Microsoft Office, Adobe Acrobat and common social media software tools.
- Proven track record of successfully managing personnel and teams.

WORKING CONDITIONS:

- Must be available to travel up to 20 percent of the time.
- Must be available to work evenings & weekends at conference and at training events

PAY AND BENEFITS:

- Salary commensurate with experience. Please include salary history on resume.
- Benefits provided include health insurance, dental insurance, and a retirement plan.

How TO APPLY: Email a cover letter and a resumé to hr@thn.org. The application deadline is August 24, 2018