



Housing Program Director Oakland, California (Hybrid)

EXECUTIVE SUMMARY

Are you passionate about making an impact on the lives of foster youth in Oakland? And growing your expertise by collaborating with a team committed to social justice? If so, Beyond Emancipation (B:E) is looking for you!

Founded in 1995, **Beyond Emancipation's (B:E)** mission is to support young people as they imagine and create their own life beyond foster care. B:E supports young people ages 14-26 through its innovative coaching model, in which youth discover their own potential, take responsibility for their own decisions, and plan their futures with the support of an adult who follows their lead. B:E provides a transformational environment for transition age youth, offering long-term support and programs that include access to safe housing, educational supports, and coaching in the areas of life skills, health and wellness, and employment training. B:E's services are headquartered in Oakland, California and span the larger Bay Area.

Now with 34 staff and partnering with more than 400 youth each year, **B:E invites applications and nominations for the Housing Program Director.**

The Housing Program Director will lead B:E's Housing Division. The Housing Division supports parents, children, and single youth 18-24, who have been emancipated from the foster care system by providing a safe community, host housing and supportive services, as well as follow up services to former residents to help them successfully establish self-sufficiency. Services are headquartered in Oakland, serving Alameda County.

This position offers a unique opportunity for a dynamic, experienced individual with a proven track record in youth program development, program evaluation, staff team building, and professional development. The Director oversees 5 distinct and interrelated programs, contracts, and deliverables underneath the Housing umbrella and supports Program Coordinators in implementation. This role reports to B:E's Managing Director of Programs and manages 5+ staff, including one manager.

B:E's core values are at the heart of everything it does, and seeks individuals to join their team who share these commitments:

- **YOUTH-CENTERED:** We put youth first.
- **EQUITY:** We are committed to leveling the playing field.
- **TRANSFORMATION:** We are agents of change.
- **COMMUNITY:** We are in this together.
- **CONTINUOUS LEARNING:** We strive for excellence.

KEY RESPONSIBILITIES

Program Development and Oversight

- Oversee program development and service delivery. Strengthen outreach, recruitment, strong youth engagement, retention, and outcomes. Ensure that services are provided from a strengths-based, youth-centered, trauma-informed, and culturally relevant perspective.
- Seek out, honor, and promote the voice of foster youth, and probation youth in developing, delivering, and improving services.
- Ensure that programs are in compliance with funding regulations, program goals, stakeholder expectations, and legal requirements.
- Create, update, and implement Housing Division's policies, procedures, and systems.
- Produce timely and accurate monthly, quarterly, and annual reports.
- Ensure that all activities are documented, and that program service data is accurately tracked. Lead team in tracking youth and program outcomes and to actively use data to build strong, evidenced-based services.
- Participate in the development of new programs and services including grant writing, trainings, presentations, and more.
- Work with leadership to develop a housing strategic plan and vision for the future.
- Stay up to date on local and state-wide housing initiatives and educate the organization to ensure best practices.

Staff Management, Development, and Training

- Directly supervise 5+ staff, including one manager.
- Actively integrate coaching into the culture and services of the housing program. Support housing staff with coach supervision and development to ensure that coaches are implementing B:E's coaching techniques and case management in their work.
- Hire, orient, train, motivate, coach, and develop housing staff (team of 5+) and support their individual and team professional development. Support staff to set, track and meet meaningful and achievable goals and comply with contract and reporting requirements.
- Support staff to navigate crises and emergencies by modeling and coaching around de-escalation and crisis intervention techniques.

Program and Cross-Departmental Leadership

- Active member of B:E's Management Team, comprised of Directors and Managers, to collaboratively advance the mission and vision of the organization, promote a healthy work culture/climate and ensure integrated and holistic services.
- Actively partner with the Impact and Strategic Initiatives Director to track youth and program outcomes and to use outcome data to build strong, evidenced-based services.
- Manage the housing program budget and partner with the Development and Finance teams to expand financial and in-kind resources.

Partnership Development

- Steward partnerships and develop agreements with organizations and individuals that result in engaging, relevant, and impactful programming for housing participants. Represent housing in various networks, community conversations, and forums.
- Seek out, honor, and promote feedback and input from individuals and organizations that support foster youth in developing, delivering, and improving services.
- Work with staff and youth to design and implement effective systems that support accountability, alignment, and effective collaboration.
- Build a housing network, ecosystem, and increase involvement in local advocacy and housing policy.

QUALIFICATIONS OF THE IDEAL CANDIDATE

While no one candidate will embody all the qualifications enumerated below, the ideal candidate will possess many of the following professional and personal abilities, attributes, and experiences:

Abilities and Attributes

- A high level of self-awareness, cultural competence, and emotional intelligence.
- A leadership style that sees value in every person and communicates respect and encouragement to people at all levels.
- A strengths-based and equity-informed people management approach.
- An inclusive decision-maker that intentionally creates processes with maximum appropriate involvement from stakeholders.
- A collaborative style that proactively identifies opportunities to collaborate across function, programs, departments, and organizations in service to quality program delivery.
- A solutions-oriented problem solver who holds space for collaborative, creative problem solving.
- Excellent conflict resolution and crisis management skills and an ability to maintain composure amidst challenging situations.
- A flexible and adaptive style capable of adjusting plans to changing circumstances.
- A clear and compelling verbal and written communication style.
- Ability to perform stated functions with minimal supervision.

Desired Qualifications and Experience

- Strong commitment to B:E's and the Housing Program's mission with professional and/or lived experience of the challenges facing foster and probation youth ages 14-26.
- A minimum of 5 years relevant experience in program leadership ideally providing direct services to foster youth or similar populations who have experienced instability and trauma.
- Experience and familiarity with housing programs and case management approaches.
- Extensive experience supervising 5 or more staff and the ability to coach and inspire team members towards the achievement of shared goals and objectives.
- Experience integrating program evaluation and data collection into program development and service delivery.

- Experience designing outreach and implementing instructional, inspirational, and transformational programming and services with a strong focus on program outcomes and impact.
- Strong project management experience, with specific experience managing government contracts and grants.
- Familiarity with relevant licensing agencies and requirements.
- Facilitates management knowledge and/or experience.
- Budget management experience across a complex and varied programming mix.

COMPENSATION & BENEFITS

This is a full time, exempt, salaried position. The starting salary range is \$96K – \$108K.

Benefits are generous, with 100% paid employee and 80% dependent medical care coverage. Dental coverage is 100% paid by B:E. Paid time off starts with 15 days of vacation (increasing over time), 12 days of sick leave, 4 wellness days , as well as 13 holidays. Voluntary vision, matched retirement (up to 3%), and pre-tax flexible spending accounts for medical and dependent care costs plans are also available.

ADDITIONAL REQUIREMENTS

In Person Work Expectations

B:E is committed to the safety, wellness, and health of our staff. B:E offers a flexible hybrid work environment; staff are expected to work in-person onsite 2-3 days each week. Individual work schedule can be determined in collaboration with manager based on the needs of the organization and needs of the individual staff.

Travel

Travel (approximately 25%) is required within Oakland and locations across Alameda County.

COVID-19 Safety

B:E is committed to keeping staff and youth safe and promoting the health of our community. B:E complies with the county, state, and federal COVID-19 guidelines and policies through our comprehensive COVID Prevention Plan.

TO APPLY

More information about **Beyond Emancipation** may be found at: beyondemancipation.org

This search is being led by [Emily Wexler](#) and [Stephanie Guidry](#) of [NPAG](#). Due to the pace of this search, candidates are encouraged to apply as soon as possible. Candidates may submit their cover letter, outlining their interest and qualifications, along with their resume via NPAG's [website](#).

To better serve youth, B:E strives to build and strengthen a diverse organization, where every staff member is heard, valued, and supported to advance B:E's mission. B:E staff is majority people of color and many staff have lived experience in the foster care system. We are committed to living diversity, equity, inclusion, and belonging in our staffing, programming, and values. B:E is an equal opportunity employer, and we strongly encourage diverse candidates to apply.