

## DIRECTOR OF HOUSING PROGRAMS

About the agency:	Rainbow Services, Ltd. is a progressive, affirmative action equal opportunity employer that provides comprehensive, trauma informed services to survivors of domestic violence and their children.	
Reports to:	Executive Director	
Status:	Salary, exempt	Hours: Full-time, 40 hours/week

**Job Summary:** The Director of Housing Programs provides leadership to the residential and community housing service staff and is responsible for overseeing the provision of services, including Rainbow's emergency shelter and transitional housing programs, and its community housing programs. The Director of Housing Programs works collaboratively with other agency Directors, including the Associate Director of Support Services to ensure proper oversight of agency services.

### Duties May Include but are not Limited to:

- Work closely with the Administrative Team to provide organizational leadership.
- Responsible for program compliance including meeting contractual obligations and participating in the Continuous Quality Improvement team.
- Provide development, evaluation, and implementation of housing programs and services.
- Evaluate participant and program needs and make recommendations for changes.
- Monitor reporting in both participant files and program compliance.
- Oversight and evaluation of program policy and procedures.
- Participate in building relationships with community partners and networks; represent Rainbow Services at community events and meetings.

### Supervisory Responsibilities:

- Provide supervision to Program Coordinators, including Residential Coordinators, Community Housing Coordinator, and the Children's & Operations Coordinator.
- Provide supervision to interns and volunteers, as needed.
- Assure appropriate program supervision for staff providing residential, community housing services, and children's programming, and facilitate or coordinate ongoing training for all staff.
- Interview applicants for residential and community housing program positions.

### Qualifications:

- Interest in addressing social justice issues affecting families and vulnerable groups, and a commitment to the movement to end intimate partner violence.
- Minimum of a BA, MSW preferred.
- Bilingual English/Spanish preferred.
- Demonstrated leadership in non-profit management. Ability to inspire and motivate staff through modeling commitment to the issue of intimate partner violence.
- At least 10 years of experience, with three years in a team management role, including management and supervision of multiple levels of an organization.
- Demonstrated success in developing, evaluating and sustaining program models, and in successfully operationalizing innovative programs.
- Understanding of trauma theory, with experience in implementing trauma informed service approaches in residential settings, highly desirable.

- Experience in grant writing, grant management and professional writing skills.
- Excellent written and verbal communication, and problem-solving skills.
- Strong organizational and time management skills.
- Proof of eligibility to work in the U.S. required.
- California Driver's License required.
- 40-hour state mandated Domestic Violence training required.

**Main Office Location:** Community Resource Center

**To apply: Send cover letter and resume to [hr@rainbowservicesdv.org](mailto:hr@rainbowservicesdv.org) or fax to 310-548-0611.**

*It is the policy of Rainbow Services to provide equal employment opportunity to all persons without regard for their race, age, color, physical handicap or disability, military service record, religion, gender, national origin, genetic information or any other legally protected category and to promote the full realization of equal employment opportunity.*