



580 GRANT ST., AKRON, OHIO 44311
Tel: 330.376.9494 ■ Fax: 330.376.4525 ■ VP 234.525.6176 ■ www.greenleafctr.org

NEW POSITON – CONTINGENT ON FUNDING

(est announcement date 5/31/2022)

Greenleaf Family Center is seeking a ***Program Manager for the Family Success Network (FSN)***, a ***new*** program for Summit County that will support families at risk for becoming involved with the child welfare system.

Greenleaf recently applied to the Ohio Children's Trust Fund (OCTF) to be an expansion site for the Family Success Network, a program now operating in 3 counties. The position is being posted internally only at this time.

The Program Manager (PM) will have responsibilities for planning (Year 1) and implementing (Year 2) the FSN in Summit County and maintaining on-going program fidelity to the OCTF's established FSN model. Activities will include convening advisory groups, building community presence, coordinating with an outside evaluation team, and regularly attending OCTF meetings, as well as coordinating day to day activities including supervising 2 Family Coaches. The Program Manager responsibilities and activities include, but are not limited to:

Service delivery: the PM serves as a point of intake, taking new referrals; providing initial consultations to families; providing information/referrals; enrolling families. (After enrollment, families may be referred to Family Coaches, supervised by the PM.)

Building/maintaining a referral network: Beginning w/ planning, the PM must develop and maintain collaborative working relationships, building awareness of FSN within the county's family/child serving systems and the broader community, establishing FSN as a critical prevention program and credible referral partner.

Program administration: Monitors implementation progress, on-going program fidelity and performance; collects performance measures; working with third-party evaluator; prepares reports, implements adjustments as needed. S/He also:

- Serves as point of contact for OCTF; participates in weekly OCTF meetings, monthly Cross-Site meetings, and other OCTF and partner meetings as needed.
- Administrates a process to deliver concrete supports to families in agreement w/ OCTF.
- Develops partner and participant materials; program documentation as needed.
- Collaborates with evaluation staff to update the project's needs and resource assessment.
- Submit regular programmatic and fiscal reports to as required, and to partners as requested

Training: The PM will be trained in Triple P Positive Parenting, Motivational Interviewing, Strengthening Families Protective Factors Framework, Ohio's Practice Profiles, Ohio's Keeping Children Safe, and Trauma-Informed Care and/or other evidence-based parenting programs.

Preferred Qualifications:

- Masters' degree in social work/counseling/related field;
- Experience of 5+ years serving families at-risk of child abuse or neglect;
- Experience w/all or any of removing barriers for families seeking services; working across systems; in project management, program implementation and/or staff supervision; with professional program evaluation processes; administering screening tools.

counseling ... education ... support

Send resume or questions to Dawn Glenny, CEO, at CEO@GreenleafCtr.org