



**Position:** Program Director  
**Program/Department:** Preventive Services  
**Reports to:** Division Director  
**Work Location:** Multiples Sites  
**Hours:** Full Time

**Position Summary:**

The Program Director, Preventive Services is responsible for the development and management of the Preventive Services Programs. This highly visible leader will be adept at relationship building, program development and have an entrepreneurial spirit that thrives on change and growth.

**Responsibilities:**

- Oversight of at least 2 preventive program sites, including Family Treatment and Rehabilitation and Promising Practice preventive.
- Lead preventive expansion into new neighborhoods, including collaboration with ACS to develop new model of preventive programming
- Supervise Assistant Directors, Unit Supervisors, and support staff
- Work with Model Developer and Program Evaluation team to continue development of program model
- Ensure all State and City regulations are met
- Hire staff as needed and appropriate
- Ensure staff training is completed to meet all credentialing requirements
- Manage budget effectively
- Build and maintain positive relationships with other service providers
- Work collaboratively with the community to build enrollment and sustain retention
- Participate in agency wide groups and meetings as required
- Other tasks as may be required.

**Qualifications:**

- LMSW; LCSW preferred; Five years supervisory experience in a direct service environment required; excellent leadership, management/supervisory and team-building skills, including the ability to motivate, align staff efforts to changing priorities and approaches, set goals, delegate responsibilities, and manage staff performance so as to ensure effective service delivery in accordance with organizational goals; entrepreneurial spirit, with a proven track record of problem solving and managing publicly-funded community supportive programming in a data-driven environment; excellent spoken and written communication skills, including public speaking ability; enthusiasm and respect for working with and empowering low-income adults, including people living mental illness, and/or other disabilities; and strong commitment to the mission of BCS. Bilingual in Spanish or Bengali a plus but not required.

**Contact:**

Email Resume and Cover Letter to:  
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