

YOUTH HOMELESSNESS DEMONSTRATION PROJECT MANAGER

PURPOSE: The Coalition on Homelessness and Housing in Ohio has been awarded a \$2.2 million dollar grant from the U.S. Department of Housing and Urban Development (HUD) to implement innovative approaches to help end youth homelessness in southeast Ohio. With this funding comes opportunities to combat homelessness in Athens, Vinton, Meigs, Jackson and Gallia.

The Project Manager will have a unique opportunity to collaborate with Sojourners Care Network and Integrated Services of Appalachian Ohio to develop and further strategic partnerships. An ideal candidate will have experience in management to initiate, drive and coordinate new opportunities with partners. All candidates should bring excellent multi-tasking skills, a strong attention to detail, and the ability to work well with homelessness issues and youth.

JOB RESPONSIBILITIES:

Stakeholder Assessment and Research

- Facilitate meetings both in person and virtually with stakeholders including youth, representatives from community organizations, and the executive planning committee
- Assess and identify the needs of homeless youth in rural Southeastern Ohio

Outreach and Partnership

- Lead communications, develop, and grow local partnerships in a proactive manner.
- Initiate a plan for ongoing communication and retention of program partners
- Deliver information to community about YHDP
- Propose program key elements from gathered research and assessment
- Create outreach literature

Program

- Leverage resources in support of the program plan
- Oversee logistics planning for all outreach activities
- Understand HUD requirements and manage a timeline ensuring that the highest quality program plan proposal is submitted.
- Oversee final submission of plan on time to HUD

MINIMUM QUALIFICATIONS: Bachelor's Degree preferred, demonstrated track record with influencing and communicating cross-functionally and across all levels externally.

****If you're interested in being considered for this opportunity email your resume and cover letter in pdf format to Lisa Brooks at brooks.lisa.jo@gmail.com with the subject as YHDP Project Manager.**