

Position Title: Vice President of Model Programming & Partnerships

FLSA Classification: Exempt

Job Family: Executive

Reports to: President & CEO

Position Purpose

The Vice President of Model Programming & Partnerships is part of the Executive Leadership team and will have overall strategic and operational responsibility for all therapeutic program and community organizing activities. This position will provide leadership to advance the strategic vision of providing high quality therapeutic programs locally, with regional and national influence. The VP of Model Programming and Partnerships will be responsible for collaborating and communicating internally with operations, research, development & communications and fostering strong relationships and partnerships with community stakeholders.

Essential Functions

- Ensure and safeguard the well-being and rights of the girls and families served by DBWPC, Inc. through fiscally responsible, best therapeutic practices and contractually, ethically and legally sound therapeutic programming services.
- Ensures program activities are implemented in accordance with the mission, vision, values and philosophy and policies set forth by DBWPC, Inc.
- Supervises Model Programming managers and ensures they are meeting their essential functions as well as, supporting staff in providing Girl Centered and therapeutically responsive services.
- Provide Girl-Centered, Culturally Competent and responsive supervision, participation and guidance in Model Programming and at DBWPC, Inc.
- Develop and implement with support of program managers, all needed policies and procedures to ensure all services and documentation are aligned with the mission and values of DBWPC, Inc.
- Maintain strict confidentiality guidelines regarding all clients, conversations and referrals.
- Work with Model Programming to extract patterns, trends and system and service gaps related to the needs of girls, families, community partners and community to ensure programs address identified needs.
- Work closely with all departments and leadership team to provide ongoing support, reflection and a continuous chain of communication related to forecasted and observed staffing, fiscal, operational patterns and trends.
- Work closely with Operations Manager and COO to manage programming agency, grant and contract requirements to include programming budgets.
- Collaborate in developing innovative ideas for new grant concepts and programming models to continue to elevate the needs of those we serve; ensures execution of the project activities in accordance with the criteria outline in the contracts and grants.
- Builds key collaborative relationships with community partners, being the spokesperson for the therapeutic and girl centered view of programming and community partnerships.
- Develops and conducts training and technical assistance, and presentations.
- Works in strong partnership with the CEO elevating the mission and strategic direction of DBWPC, Inc.
- Ability to determine the highest need area to meet goals and work on multiple projects simultaneously.

Secondary Functions

- Supports all initiatives of the DBWPC, Inc.
- Supports organizational fundraising efforts, including but not limited to events and donor cultivation

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions listed above.

Required Knowledge, Skills and Abilities

Organizational:

- Knowledge of and understanding of girl-centered principles or willing to learn girl-centered principles and is willing to grow in knowledge of these principles, ensuring practical application for all areas of responsibility
- Growth-Mindset – Receptive to feedback, willing to learn, embraces continuous improvement
 - Ability to motivate and engage staff in embracing continuous improvement and reflective practice through supervision, training etc.
 - Ability to coach staff to grow and engage in professional development and growth opportunities. Understands when to grow, when to sunset, when to network and when to support existing structures
- Solution-Oriented – Ability to bring possible solutions when presenting obstacles or challenges to supervisor
- Innovative- Ability to utilize research to continue to grow and enhance model programs and regional relationships

Individual:

- Knowledge of and understand the causes and symptoms of mental health issues
- Knowledge of and understand the specialized needs of victims of human trafficking
- Knowledge of and understand family dynamics
- Knowledge of and understand the impact of trauma
- Knowledge of and understand crisis management
- Knowledge of and understand the impact of race, culture and oppressive systems on girls
- Demonstrates integrity and dependability
- Demonstrate cultural awareness and sensitivity
- Demonstrate effective navigation of systems and partnerships that impact girls
- Demonstrates analytical and problem solving skills
- Demonstrates ability to resolve conflict effectively
- Demonstrates ability to have difficult conversations
- Demonstrates strength and values based leadership skills
- Demonstrate effective stress management skills
- Demonstrate engaging and effective training, teaching and group facilitation skills
- Demonstrate attention to detail
- Demonstrate ability to work with minimal supervision within a collaborative team culture
- Demonstrate moderate computer, office equipment and Microsoft Office 365 skills.
- Ability to effectively and efficiently communicate through writing

- Ability to effectively manage multiple projects and demands simultaneously
- Ability to be flexible and pivot direction with little notice
- Ability to and demonstrates willingness to learn

Required Education and Experience

- Master's Degree in Social Work, Mental Health Counseling, Public Administration or related field
- Minimum 5 years advanced supervisory experience in therapeutic program development and management for a social service, child welfare, criminal justice, behavioral health or school setting
- Minimum 2 years' worth of experience managing government grant required program deliverables
- Minimum 3 years' worth of experience providing direct services in a nonprofit social service organization

A position relevant combination of education and experience will be considered if the applicant shows potential competency through their resume and cover letter.

Preferred Experience

- Advanced work in therapeutic programs, community networking, and direct service with girls and young women and their families.
- Demonstrated experience in leading and managing complex projects that are strategic in nature and national in scope

Supervisory Responsibility

This position oversees the Model Programming department and engages in Leadership activities as needed. Supervisory responsibilities includes providing direct supervision to three program managers and indirect supervision through their managers to clinicians, survivor mentors, regional advocates, care managers, graduate level and undergraduate interns.

Work Environment/Demands

This position operates in multiple environments, including professional offices, locked detention facilities, schools, and community sites with varied levels of accessibility, including climbing different number of stairs.

- This position routinely uses standard office equipment such as computers and phones.
- This position transports supplies such as clothes, books, art materials, and food.
- The position occasionally has to pick-up, items up to 20 lbs.
- This position often requires repetitive hand and wrist motions.
- This position often requires moving around from place to place to accomplish tasks, while stooping or stretching.
- This position requires remaining stationary in a sitting or standing position occasionally.
- This is a highly communicative position, requiring constant communication to exchange messages with clients, staff and community members.
- This position requires a constant ability to assess the level of accuracy, neatness and thoroughness of the work assigned.

Position Type/Expected Hours of Work

This is a full-time position. The nature of the work sometimes requires employee engagement outside of traditional office hours, including evenings and weekends.

Travel

This position occasionally travels throughout the Jacksonville metro area, surrounding counties, throughout the State of Florida and Nationally.

Work Authorization/Screening Requirements

DBWPC participates in E-Verify. Upon offer and acceptance of employment, DBWPC, Inc. will provide the federal government with the hired individual's Form I-9 information to confirm that the individual is authorized to work in the U.S.

The employee who fills this position is required to complete fingerprint-based AHCA Clearinghouse background screenings for the Florida Department of Juvenile Justice (Caretaker) and the Florida Department of Children and Families (Mental Health.)

AAP/EEO Statement

The Delores Barr Weaver Policy Center is committed to building a diverse staff that reflects the populations served by its programs. We strongly encourage applications from qualified individuals of color and qualified individuals who identify as lesbian, gay, bisexual, transgender, and/or gender non-conforming.

DBWPC, Inc. is an equal opportunity employer and does not discriminate in the terms, conditions, or privileges of employment on account of race, age, color, sex, religion, national origin, gender, sexual orientation, gender identity, gender expression, marital status, age, veteran status, physical or mental disability, or otherwise as may be prohibited by federal and state law. DBWPC, Inc. complies with applicable federal, state, and local laws governing nondiscrimination in employment. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.

Other Duties

This job description is not intended to contain a comprehensive listing of the duties and responsibilities that are required of the employee who fills this position. Duties and responsibilities may be adjusted at any time to best fit the needs of DBWPC, Inc.