



Position: RISE Program Manager
Program: RISE – Recognize, Intervene, Support, Empower
Department: Children, Youth, and Family Services
Reports to: Director, Foster Care & Clinical Services
Salary: DOE
Status: 100%, Regular, Full-Time, Exempt
Probation: 180 days
Benefits: Medical, Vision, Dental, and Life Insurance; also including Long Term Disability, an Employee Assistance Program, and a 403(b) retirement plan

JOB SUMMARY: Develop and implement programs and oversee operations for existing foster care programs for LGBTQ youth and training for child welfare professionals and other public and private agencies serving system-involved LGBTQ youth (DCFS, Probation, DMH). Identify and pursue funding opportunities and develop grant proposals and applications for publicly-funded contracts.

ESSENTIAL FUNCTIONS:

- 1) Design, implement and develop curricula and trainings on LGBTQ competence and best practices for serving LGBTQ system-involved youth and their families;
- 2) Develop and maintain relationships with funders, providers, community based organizations, elected officials to maintain support network with respect to services, funding and policy issues;
- 3) Provide training, coaching and consultation to public and private child serving agencies on adopting and implementing policies and best practices to sustain affirming culture change for LGBTQ youth in foster care;
- 4) Participate in community meetings and forums, develop collaborations and partnerships with other organizations; leverage existing resources to expand services;
- 5) Oversee the RISE Coaching Network, working closely with the RISE Training and Coaching Instructors to plan and run monthly coaching meetings for private and public service agencies, expand participation, design, and develop assessment tools, resources and toolkits to aid agencies in adopting best practices;
- 6) Conduct presentations and workshops at local, regional and national conferences;
- 7) Attend local, regional and national workgroups convened to improve services for LGBTQ children and youth, including CSSP GetR.E.A.L, CDSS's CCR LGBTQ Advisory Group, and others as identified;
- 8) Prepare monthly, quarterly and annual reports as required by funders and CYFS executive leadership;
- 9) Responsible for recruiting, selecting, developing, mentoring and coaching staff and inspiring and motivating individual and team performance;
- 10) Other duties as assigned;

JOB QUALIFICATIONS AND EXPERIENCE:

- 1) 8-10 years of education in Public Administration, Education, Psychology, Social Work or other Behavioral Science required, or related/equivalent work experience;
- 2) A minimum of 5 years of experience in project management;
- 3) Experience working with county contracts and grant proposal writing;
- 4) Experience working in a child welfare setting;
- 5) Experience developing curricula and delivering training, coaching and technical assistance in a similar environment;
- 6) Knowledge and understanding of the issues affecting LGBTQ children and youth in systems of care and best practices for serving them;
- 7) Excellent verbal and written communication skills, including strong organizational, detail and interpersonal skills;
- 8) Excellent computer skills and knowledge including word processing, presentations, spreadsheets and database operations;
- 9) Flexible to work evenings and weekends;
- 10) Current CPR Certificate;
- 11) Access to reliable transportation and the ability to be insured;
- 12) Demonstrated ability to work effectively with people of diverse races, ethnicities, nationalities, sexual orientations, gender identities, socio-economic backgrounds, religions, ages, English-speaking abilities, immigration statuses, and physical abilities in a multicultural environment;
- 13) Experience working with the LGBT community and familiarity with issues of particular relevance to LGBT people;
- 14) A passion for the Center's work and its mission to make the world a better place for LGBT people.

E-mail cover letter and resume as an attachment to jobs@lalgbtcenter.org

website: www.lalgbtcenter.org

Or submit cover letter with application/resume to:

Los Angeles LGBT Center, Human Resources Dept., 1625 N. Schrader Blvd., Los Angeles, CA 90028

The Los Angeles LGBT Center is an Equal Opportunity Employer and is committed to fostering diversity within its staff. Applications are encouraged from all persons regardless of their race, color, ancestry, religious creed, national origin, sex, sexual orientation, gender identity, gender expression, medical/physical/mental condition, pregnancy/childbirth and related medical condition, age, marital status, or veteran status.