

Educational Programs Director - JFS Program Director (1918-12)

Deadline to Apply: June 17, 2019

Work Location:

Job & Family Services
222 E. Central Parkway
Cincinnati, OH 45202

Work Hours: Full Time – 80 hours biweekly

Starting Salary: \$66,066.00

NOTE: Applicants for positions with Hamilton County Job and Family Services are subject to background screening in accordance with the document: "[Offenses that May Disqualify Candidates for Employment](#)." Convictions from this list may disqualify a candidate for employment with HCJFS.

Requirements (Education, Experience, Licensure, Certification):

Master's degree in Education, Social Work, Psychology, Law or other advanced related field plus four (4) years of related work experience, or equivalent combinations of education and experience.

Job Duties (Summary):

- Develop and lead an educational support system for children in protective custody spanning kindergarten through 12th grade that leads to high school graduation and to a postsecondary option that will provide for adult self-sufficiency. Develop the Mission and Strategies for this system based on best utilization of the KISR! and HEMI organizations and identify areas where additional opportunities are needed to build educational success for children in care. Develop goals and numerical outcome success measures that reflect the Mission and Strategies for this continuum. Maintain an up-to-date knowledge of significant research developments and trends in the field of educational support programs for foster children and youth. Oversee and develop the Educational Liaisons that work within HCJFS to support KISR! and HEMI. Recruit and train additional Educational Specialists as needed.
- Within HEMI, set goals and objective outcome success measures for HEMI. Lead the development of an implementation plan to provide a HEMI mentor for every HEMI student. Provide strong leadership for the HEMI Assistant Director as HEMI strengthens the ability to deliver the Mission in the following areas: Develop and operationalize strategies to recruit, train (initially and ongoing), support and monitor mentors. Develop and operationalize strategies to refer students to HEMI, match mentees with mentors and monitor progress of the mentor-mentee pairs. Maintain a data system to track mentee and mentor participation and outcome measures as well as overall HEMI progress towards success measures.
- Within KISR!, develop and lead a plan to expand the KISR! program from Cincinnati Public Schools to other Hamilton County School Districts that enroll children in the custody of Hamilton County. Lead the development of a strategic and collaborative partnership between KISR! and HEMI to maximize the success of youth in care. Lead the development of a system for referring youth, who would benefit from educational mentoring, to HEMI.

- Develop a data system to track the educational progress of children in care from kindergarten through successful completion of post-secondary options and track progress of numerical outcome success measures. Issue an annual report to HCJFS, UC-CECH, Legal Aid, the Guardian ad Litem Division, ProKids and the involved school districts, as well as the broader HEMI and KISR! communities. The report should include progress towards outcome measures and annual goals and well as narrative illustrations of the programs' success.
- Develop grant writing and fund-raising programs that enable HEMI to grow the program beyond the funding provided by UC and HCJFS. Monitor KISR! and HEMI spending against the annual budget and ensure fiscal compliance of all accounts and contract expectations.
- Maintain a strong relationship with the KISR! and HEMI partners and other organizations in the child protection area.
- Performs other related duties as assigned.
- Attends necessary training as required.