



Life Learning Center

Position Description

Position Title

Director of Care Continuum

Mission

Deliver a holistic, integrated continuum of learning and care to equip our at-risk citizens to step to their highest potential.

Objective

To develop and comprehensively manage the Life Learning Center's holistic care continuum to create transformational permanent change, personal sustainability and achieve high levels of dignity for Candidates and Members.

Accountability

Director of Care Continuum reports directly to the Managing Director.

Position Function & Principal Activities

1. Develop and implement a consistent and systematic method to serve LLC Candidates and Members using a customized pathway of services through defined needs and actions.
2. Manage the continuum of Care programs and supports, the pathway activities, schedules and coordination with partners and Candidate Support Coordinators.
3. Recruit partner affiliations and enter formal agreements as Residential and Non-residential partnerships with compatible educational, health and other community agencies, both private and public to support the pathways to continuum of care and services.
4. Train and manage qualified and effective volunteers to serve as Candidate Support Coordinator. Implement and monitor Candidate Support Coordinator process to coincide and complement the Education Continuum.
5. Conduct quarterly reviews of partner alliances and Candidate Support Coordinators to assess effectiveness of partnerships. Intentional focus on sustainability of Candidates/Members resource relationships and ensuring they are treated with dignity and respect. Assess and monitor partner relationships to ensure they are vested, accept ownership, and share in recognition of the life changing outcomes.
6. Recruit and manage all BSW and MSW interns for effective cohort care alignment and keep respective institutions updated on interns' progress. Manage and supervise LLC subordinates as assigned.
7. Assist President and Managing Director in budget drafting and review of line-item categories supporting Care Continuum.
8. Other duties as assigned by Managing Director and/or President.

Skills

1. Strong personal commitment to LLC's mission and work.
2. Ability to manage volunteer Candidate Support Coordinators, staff and interns.
3. A minimum of 10 years' experience working in a leadership capacity.
4. Ability to conceive develop and complete tasks without close supervision.
5. Excellent oral and written communication skills.
6. Good organizational skills.
7. Willingness to work in a flexible schedule to include evenings, and weekends.



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8. Ability to manage multiple tasks.
9. Computer competency and proficiency.
10. This candidate will hold a minimum of a Bachelor's degree.

The ideal candidates are those who have a passion for seeing individuals reach their highest potential. Candidates need to demonstrate proven organizational leadership experience and a history of 10 years developing processes and people—specifically in the areas of training and management. Candidate will hold a minimum of a Bachelor's Degree in an associated field and preferred candidate would hold a Masters. Candidates will be strategic innovators that find solutions to difficult problems (i.e. "creating pathways for change") and will uphold an uncompromising commitment to excellence. The ideal candidates are those that work collaboratively—both within and outside of the organization—to ensure that at-risk individuals achieve better lives for themselves and their families.