



Organization Background:

Briarpatch Youth Services has an exciting job opportunity for a skilled professional, who is enthusiastic, dedicated and invested in supporting our agency's mission, *strengthening the lives of youth and families*. Briarpatch Youth Services is a dynamic non-profit community organization that has served Dane County since 1971. The agency provides a broad array of services to more than 2,000 youth annually who have runaway, are experiencing homelessness, are justice involved, or facing other challenges.

CCS Project Lead

Days/Hours:

This is a 40 hour per week position with flexible office hours Monday-Friday. Based upon agency needs, some evening and weekend hours may be required.

Type:

Full-Time

Exempt/Non-Exempt:

Exempt

Pay Range:

Starting salary is \$85,000 - \$90,000 for one year only. **This is a one year grant funded position focused on program start up, process development, and implementation.**

Work Location:

2720 Rimrock Road, Fitchburg, WI 53713

Deadline to Apply:

10/7/2024

Description:

The CCS Project Lead will oversee the startup, planning and implementation of a SAMHSA funded program at Briarpatch Youth Services. The grant's purpose is to support young people that are at risk and/or experiencing homelessness, to receive mental health and other supportive services. This individual will be the lead staff member at Briarpatch to create a sustainable program providing services through a Comprehensive Community Services (CCS) model. **This is a one year grant funded position focused on program start up, process development, and implementation.**

Duties:

- Meet with local stakeholders to learn about best practices for developing successful CCS programs.
- Work collaboratively with the Briarpatch Leadership Team, SAMHSA grant managers, and SAMSHA Project Director on implementation and progress of the project.
- Develop written standards, intake and assessment procedures, curriculum and development, reporting, billing, and evaluation standards.
- Work with Briarpatch Leadership team and other consultants to develop and implement a timeline for project implementation and market the program accordingly.
- Recruit, hire and train Program Service Director and Service Facilitators.
- Work with Dane County CCS program managers to complete CCS provider applications and trainings.
- Work with Program Directors to develop evidence-based services that would be provided by Briarpatch staff.
- Complete necessary reporting documents and support budget creation to develop a self-sustaining program, including accessing funding sources and billing systems for this program's ongoing operation and solvency.

Education/Experience Qualifications:

Bachelor's degree in a relevant area related to social work, or an equivalent combination of education and experience with program management, program development, youth engagement, or other similar activities.

Required Skills:

- **Impeccable communication skills (both written and verbal) and proof-ready writing.**
- Extremely tech savvy – Ability to use MS Office, complex web portals and billing portals.
- Ability to work independently, prioritize and manage multiple tasks and deadlines, and be self-motivated.
- Minimum 4 years experience working directly with federally funded programs, preferably SAMSHA.
- Previous experience with grant compliance.
- Strong attention to detail.

Desired Skills:

- Ability to provide support, training and guidance on Department of Human Services, Chapter 36.
- An understanding of the issues surrounding youth experiencing homelessness, involvement in the youth justice system, mental health challenges, and substance abuse.
- A background in or understanding of clinical counseling to build upon the established CCS program models established in Dane County.
- Previous experience in recruiting and training staff.
- Ability to train staff persons in management information/data management systems.

Physical Requirements:

- Ability to sit and/or stand at a desk for most of the day.

Supervisory Responsibilities:

- Will potentially supervise one individual as the planning process progresses.

Reliable Transportation:

- Required. Must have a valid driver's license and reliable transportation.

Benefits:

- Health Insurance
- Dental Insurance
- Life and Disability Insurance
- 11 paid holidays
- Flexible Spending Account (FSA)
- Mileage Reimbursement
- Generous paid time off

More information on Briarpatch Youth Services may be found on our agency website www.briarpatch.org

Application Deadline: October 7, 2024

To Apply: Submit resume and cover letter to

<https://www.briarpatch.org/get-involved/employment-opportunities/>

Briarpatch recognizes the value, potential, and contributions of the most marginalized people in society — as such we are an equal opportunity and Affirmative Action Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws. To reflect the clients we serve, we encourage applications from people with these identities or who are members of other marginalized communities.