

Job Announcement

Briarpatch Youth Services has an exciting job opportunity for a skilled professional. The agency is a dynamic non-profit community organization that has served Dane County since 1971. Briarpatch provides a broad array of services to more than 3,000 runaway, homeless, at-risk, and court-involved youth annually.

Job Title:	Youth Shelter Manager
Description:	The individual in this position is responsible for ensuring that emergency shelter services provided to runaway, homeless, and at-risk youth are delivered in accordance with state licensing regulations and program standards established by the agency as well as in accordance with the principles of trauma-informed care and positive youth development frameworks.
Qualifications:	Prefer a Master's Degree in social work, counseling or a related field from an accredited college or university with a minimum of one (1) year of post-master's full-time experience in a youth services setting; Or a minimum of a Bachelor's Degree in social work, counseling or a related field from an accredited college or university and at least two (2) years of full-time experience working in youth services setting. Excellent written and verbal communication skills are required. Bi-lingual preferred. Knowledge of youth homeless services, trauma informed care and positive youth development practices required.
Duties & Responsibilities:	<ul style="list-style-type: none"> • Provides direct supervision of shelter staff, including hiring, termination, and completion of employee performance evaluations. • Directs and coordinates provision of shelter and supports outpatient services to clients and ensures that clients receive quality services in a timely and professional manner. Provides direct services to clients. • Coordinates the collection of information necessary to make accurate and timely reports to funding and/or regulatory agencies and completes/submits these reports in a timely manner. • Ensures that shelter staff, student interns, and volunteers receive adequate training prior to assuming the duties/responsibilities associated with their position. • Develops and implements policies and procedures in consultation with the Shelter Program Director. • Ensures that student interns and volunteers receive regular/ongoing feedback regarding their performance. • Ensures program compliance with client documentation/reporting standards and with agency policy/procedures. • Determines the schedule for counselors working in the shelter and covers shifts in the shelter as necessary. • Develops the on-call counselor schedule and participates in the on-call rotation for the Shelter program. • Perform other responsibilities and related duties as assigned.
Hours:	This is a 40 hour per week position with a flexible schedule – the shelter is in operation 24/7/365. Some nights, weekends, holidays and on-call are included in this position.
Transportation:	All staff must have a valid driver's license in good standing with insurance. Transporting clients is a requirement of this position

Compensation Package:	Starting pay is \$19.00-\$21.00 per hour Benefits include: health, dental, life, & disability insurance; paid holidays; SEP/403B plan; flex spending account; mileage reimbursement; and generous paid time off.
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**To apply, candidates must submit a resume and cover letter
by December 3, 2021 to:
Briarpatch Youth Services
Attn: Human Resources.
2720 Rimrock Road
Madison, WI 53713-3337
Or Email: jobs@briarpatch.org**

No calls or recruiters please.

Briarpatch Youth Services is an Affirmative Action/Equal Opportunity Employer.

Briarpatch recognizes the value, potential, and contributions of the most marginalized people in society — including people of color, people from working class backgrounds, persons who are differently abled, women, and LGBTQ+ people. We believe that these communities must be centered in the work we do. Hence, we strongly encourage applications from people with these identities or who are members of other marginalized communities.