POSITION: Program Director – Intensive In-Home Services  
DEPARTMENT: Clinical Intensive In-Home Services  
Pay Grade: 9  
Salary: $60,000 - $65,000 per year  
(Starting salary depends on education and experience)

RESPONSIBILITIES: The Intensive In-Home Services (IIS) Program Director is responsible for the implementation, management, supervision and evaluation of the IIS program in accordance with standards set out by the organization. As an agency leader, the Program Director participates in strategic planning and budgeting initiatives in addition to problem solving. The IIS Program Director works within the guidelines, policies and mission of the organization and will be accountable and responsible for certain programs and specific projects as assigned. Directs, plans and coordinates the work of the IIS program staff including supervision and evaluation, training and team building. Organizes and attends departmental meetings to maintain effective communication. Ensures adequate and qualified staff to carry out the program activities. In consultation with Human Resources and other leadership staff, selects, hires, and coaches program staff. Implements, manages, supervises and evaluates all activities of the program in accordance with accrediting standards and other requirements, such as government contracts. Remains up-to-date on all modifications to the accrediting standards implementing the same in a timely and organized manner. Compiles, maintains and reports on monthly, quarterly and annual program statistics and outcomes. Analyzes trends in the program, identifying issues and developing, recommending and implementing solutions. Pursues, with other leaders, the expansion of the programs forming partnerships where appropriate. Compiles, analyzes and reports on trends in the programs. Identifies and pursues, in conjunction with other leaders, new funding opportunities. Develops strong working relationships with local and state level stakeholders and entities to support strong collaborative partnerships. Researches and oversees the implementation of evidence-based and/or evidence-informed practices for service delivery. Works in partnership with other leadership staff to develop, monitor & manage annual department budget. Develops and implements innovative practices aimed at retaining high performing staff. Contributes ideas, time and expertise to the Cornerstones of Care through the attendance at meetings, leading initiatives and leading joint operation efforts.

QUALIFICATIONS: This position requires an Advanced/Master’s degree, professional licensure preferred, though not required. Three (3) to five (5) years of experience is required. The preferred candidate will have Supervisor/Manager experience. Must pass background check, physical and drug screening. This position also requires a valid driver’s license and proof of current vehicle insurance.

BENEFITS: Cornerstones of Care offers full-time employees a competitive benefits package, including: medical/dental/vision coverage; prescription coverage; accident insurance; short-term disability; health savings account (HSA); flexible spending account (FSA); paid time off; and retirement (401K). Part-time employees are eligible to participate in the 401K. Part-time employees are eligible to participate in the 401K. To view a detailed Summary of Benefits please visit our website at www.cornerstonesofcare.org and under the heading “About Us” click on “Join Our Team.”

HOW TO APPLY: Please complete an online application at www.cornerstonesofcare.org

CORNERSTONES OF CARE’S ORGANIZATIONAL COMMITMENTS:
- Nonviolence-helping to build safety skills and a commitment to higher purpose
- Emotional Intelligence-helping to teach emotional management skills
- Social Learning-helping to build cognitive skills
- Open Communication-helping to overcome barriers to healthy communication, learn conflict management
- Democracy-helping to create civic skills of self-control, self-discipline, and administration of healthy authority
- Social Responsibility-helping to rebuild social connection skills, establish healthy attachment relationships
- Growth and Change-helping to work through loss and prepare for the future

Questions?
Please contact: Cornerstones of Care, Human Resources Department  
300 E. 36th Street, Kansas City, MO 64111  
Phone: (816) 508-1707 Fax: (816) 508-1757

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Cornerstones of Care is an Equal Opportunity Employer