



3805 Marshall Street, Suite 100
Wheat Ridge, CO 80033
(P) 303.422.2133

Job Posting

VP of Residential Services

Organization Overview

The mission of Family Tree is to partner with all people to prevent and overcome the interconnected issues of child abuse, domestic violence and homelessness to promote safety, healing and stability across generations.

As a long standing non-profit human services agency, we are committed to empowering change and transforming the lives of vulnerable populations in our community. We aim to recruit and retain high-quality and diverse team members who share in our commitment and vision to empower people and transform our community through innovative and integrated services. We are also committed to investing in our team i.e., strive to pay a fair wages, offer competitive benefits, provide generous sick and vacation time, offer staff development along with believing each employee's unique qualities and experiences are the core of the organization.

Family Tree strives to value and uplift diverse and marginalized voices, to recognize and address the ways in which oppression impacts the communities with which we work, and to promote inclusion and equity.

Recruiting and Retention Bonus

Family Tree is offering a \$300 hiring bonus paid on the first paycheck after hired. In addition, Family Tree is offering a retention bonus of \$500 after 12 months of employment and \$700 after 18months of employment.

Job Summary and Responsibilities

The Vice President of Residential Services is responsible for providing leadership and successful oversight of Family Tree's three residential programs, Roots of Courage (ROC), House of Hope (HOH) and GOALS (Generational Opportunities to Achieve Long-term Success). The Vice President of Residential Services provides strategic leadership in efforts to align Family Tree's three residential programs with Family Tree's mission, vision, values and overall strategies.

The Vice President of Residential services works in partnership with executive team members, program directors, direct service staff and community partners to ensure successful program implementation of all three residential programs serving survivors of domestic violence and families experiencing homelessness. The Vice President is responsible for ensuring program implementation is consistent with Family Tree's impact strategy, by providing services that are trauma-informed, multi-generational and person centered.

The Vice President of Residential Services provides leadership, general program administration, management of budgetary oversight over all Residential Services programs as well as program design. They are responsible for ensuring adherence to program impact/outcomes and protocol/policy development.

The ideal candidate will have demonstrated leadership and management skills including experience in not-for profit program development preferably in the areas of child abuse and neglect, domestic violence and homelessness. They will have experience in managing and navigating diverse funding streams, including federal, state, local government and private sources. The ideal candidate will have change management skills to guide program changes as needed as well as knowledge of data-informed decision making. This candidate will embrace Family Tree's culture of continuous improvement practice as well as our commitment to Diversity, Equity and Inclusion (DEI). The candidate must have the ability to communicate and interact in meaningful and impactful ways with people from all backgrounds and those who have different viewpoints.

Example Activities

- Develop strategies to align all three Residential Services programs to improve client experiences, including general programmatic oversight. This includes:
 - Developing outcomes/impact measures program objectives, procedures and standards by which the Residential programs operate.
 - Set annual service goals, ensure progress toward these goals and evaluate results

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- Develop, review and refine operating procedures and standards for all three Residential Services programs.
 - Ensure adherence to policies and procedures.
 - Evaluate current programming models and implement strategic tactics to include accomplishment of goal objectives by creating short-term and long-term plans for all Residential Services programs.
 - Ensure programs remain relevant and effective and utilize data from Family Tree's Continuous Improvement Practice to evaluate and adapt programming as needed.
 - Identify strategic challenges, opportunities and threats related to the Residential Services Programs and report to Chief Impact Officer (CIO) and Chief Executive Officer (CEO), as appropriate. Develop plans to address these issues.
- Manage budgetary oversight of all three Residential Services programs to adequately support the programs annual financial operating needs. This includes:
 - Guiding policy, procedure implementation and program operations to ensure restricted funding requirements are met.
 - Collaborating on all grant proposals for the Residential Services operating or program activities, from proposal inception to implementation.
 - Cultivating funding relationships that permit programs to actively and adequately develop revenue streams to support operations and enhance programming.
 - Ensuring expenditure budgets are adhered to and programmatic financial expectations are met.
 - Coaching program directors to ensure they have the skills and tools necessary to oversee budgets for their individual programs and make appropriate budgetary decisions.
- Actively participate as a member of Family Tree's Executive Leadership team. This includes:
 - Participation in the development and implementation of Family Tree's overall strategies.
 - Adhere to and commit to improving Family Tree's DEI strategies.
 - Network and collaborate with internal and external community partners on related activities.
 - Serve on community committees, task forces and boards as appropriate.
 - Assist with the development, implementation and coordination of an integrated services model across all Family Tree programs.
 - Attend and participate in interagency meetings such as individual one on one meetings with CIO, team meetings, Expanded Leadership Team meetings, Executive Team meetings, Board of Directors meetings and committee meetings, as appropriate.
- Provide direct support to program directors within the Residential Services programs. This includes:
 - Participate in regularly scheduled one on one check ins with program directors.
 - Provide guidance and support to team members and or clients, as needed, in partnership with program directors.
 - Support volunteer/intern activities as needed.
 - Work with program directors to ensure adherence to Family Tree policies and procedures related to recruitment, selection, training, supervision, evaluation and termination of team members.
 - In partnership with program directors, ensure:
 - facility and building safety issues are addressed;
 - client files/documentation are maintained;
 - all statistical, metric and outcome reports are completed in an accurate and timely manner;
 - grant and funder billing and service reports are completed in an accurate and timely manner
 - confidentiality of clients and employees is maintained.

Required Skills

- *Decision Making and Critical Thinking*- Skilled in gathering information, evaluating options and presenting solutions or courses of action, and a willingness to challenge the status quo, as appropriate.
- *Fostering Teamwork and Collaboration*- Work with executive leadership, ELT and team members; supports the CEO, Executive Team and Program Directors assisting with the development, implementation and coordination of Family Tree's overall strategies. Listens to the ideas and thoughts of others and is able to express disagreement constructively. *Leadership*-Ability to keep self and others motivated, ability to influence others.
- *Relationship Management*- Possess the skills to build healthy and effective working relationships with Family Tree team members, external partners and community members. Skills gained either from lived experience and/or professional experience working with vulnerable populations and marginalized communities.

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- *Change Management*- Initiate innovative ideas and influence organizational change at all levels of the organization, as appropriate.
- *Organizational Competency*- Able to prioritize and manage workload, manage their time with a strong attention to detail.

Preferred Education and Experience

- A combination of lived experience and professional/educational experience working with vulnerable individuals/families, or
- Bachelor's degree in a human service-related field preferred plus one year of experience working with survivors of domestic violence
- Must have strong computer skills; prefer Word, Outlook, Salesforce and Excel and Sharepoint.

Job Details

Location: Various residential locations

Program: Residential Programs

Status: Full-time

Salary Pay Rate: \$87,552-\$100,000

The base salary range represents the low and high end of Family Tree's hiring range for this position. Actual salaries will vary depending on factors including but not limited to range of experience, years of experience. The range listed is just one component of Family Tree's total compensation package for employees.

Benefits: Medical, dental, vision, supplemental insurance, retirement plan and retirement plan match, employer paid long-term disability, EAP, wellness program, paid sick and vacation time

Travel Requirements: None

Schedule: Varied schedule working evening hours

Working Conditions: This is a blended/hybrid remote/virtual and in-office position. Must have access to reliable transportation daily for home visits and various off-site meetings. This position schedule requires flexibility and may include afternoon, evening, and, occasionally, weekend hours. This is a 40-hour-a-week position, primarily Monday through Friday.

Equal Opportunities and Accommodations

Family Tree is committed to building a workplace where inclusion is not only valued, but prioritized. We're proud to be an equal opportunity employer, seeking to create a welcoming and diverse environment. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, family status, marital status, sexual orientation, national origin, genetics, neuro-diversity, disability, age, or veteran status, or any other non-merit based or legally protected grounds.

Family Tree is committed to providing reasonable accommodations to qualified individuals with disabilities in the employment application process. To request an accommodation, please contact Human Resources at 303-403.5884, or by email at dberridge@thefamilytree.org

Fair Chance Hiring

We value diverse experiences, including those who have had prior contact with the criminal legal system. We are committed to providing individuals with criminal records a fair chance at employment.

For more information about Family Tree and other open positions please go to

www.thefamilytree.org/careers.

To apply for this position or other positions please send your resume to hrjobs@thefamilytree.org