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From: Belinda Flowers
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DETROIT RESCUE MISSION MINISTRIES
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- POSITION TITLE:** BUILDING DIRECTOR – HOUSING – FULL TIME
- FACILITY / PROGRAM:** Multiple Sites
- MINIMUM QUALIFICATIONS:** Bachelor's degree in a human services field and three (3) years of related work experience in supervision or services for homeless, addicted or mentally ill persons. Experience in program management, evaluation and record of oversight of services to the homeless. Knowledge of conflict management and problem-solving skills. Ability to pass the Criminal History Background Check, Drug Screen, and Physical examination. Possession of skills and personal attributes needed to perform each responsibility described below.
- ADDITIONAL SKILLS:** Ability to handle multiple tasks and to work independently or as part of a team.
- GENERAL RESPONSIBILITIES:** Provide oversight of employees who provide a continuum of services to homeless people entering transitional and permanent supportive housing from emergency shelter and substance use disorder (SUD) treatment programs. Facilitate the transition of homeless residents toward permanent housing, and adequate income to support housing and independence. Establish and maintain relationships and interagency agreements with referral sources and agencies who provide needed community-based supportive services to DRMM participants, including mental health, diagnostic, health care, legal, and vocational services. Ensure the maintenance of case management records and review of case planning and implementation, progress notes and general chart maintenance with the guidelines and regulations of DRMM, State regulations, accreditation standards, and appropriate funding sources.
- APPLICATION:** Applications available at the above address or online at www.DRMM.org. You may fax your application along with current resume attention Human Resources Department at the number listed above, or e-mail it to Belinda@DRMM.org. **ONLY APPLICANTS WITH THE REQUIRED QUALIFICATIONS NEED TO APPLY. ALL APPLICATIONS/RESUMES MUST BE POST MARKED BY THE CLOSING DATE.**

“NO PHONE CALLS PLEASE!”