
SENIOR ASSOCIATE DIRECTOR

HelpLine of Delaware and Morrow Counties, Inc.

HelpLine of Delaware and Morrow Counties, Inc., a non-profit social service agency, is seeking an executive level proven leader, consumer-focused with a track record of delivering management/supervisory, operational and financial results to serve in the role of **Senior Associate Director**. HelpLine is a financially stable, long standing (50+ years), and growing non-profit providing a broad spectrum of social services to 8 county areas. We are confident that this leadership role can continue to expand the organization by assisting in the leveraging of our market/community leading position and comprehensive portfolio of accessible and assistive consumer driven services. The position serves in a leadership capacity, reports to the Executive Director/CEO and works closely with the Board of Directors to ensure quality service delivery, outcomes evaluation, and program development in response to community needs. The **Senior Associate Director** is responsible for agency program development, implementation, operations and evaluation including direct supervision of senior program directors.

REQUIRED QUALIFICATIONS

- Master's degree in social services, public administration, or related field, or Bachelors with minimum of 15 years of progressive experience
- Minimum 10 years of progressive experience in non-profit management – budget preparation/management, management/supervision of staff preferably coordinating programs
- Sound knowledge and successful implementation of supervision principles and processes
- Demonstrated experience and effectiveness with program development and evaluation
- High comfort level and experience in the use of electronic health records and other technology
- Knowledgeable in the areas of mental health, crisis/behavioral health management
- Team oriented, client centered, mission driven
- Solid experience with Quality Assurance/Performance Improvement processes
- Commitment to HelpLine core values including building a diverse workforce and reaching underserved communities
- Ability and willingness to serve in an on-call role as required

Although not required the following skills/abilities are highly desirable:

- Familiarity with prevention field's concepts, practices, and procedures
- LISW-S or LPCC-S

- Knowledge/experience in key program areas and trauma informed care principles/diversity, equity and inclusion
- Successful grant writing experience

WHY WORK FOR HelpLine?

- HelpLine values diversity, flexibility, inclusion and strives for a healthy work/life balance with an emphasis on self-care.
- Full-time exempt position with competitive salary with personal growth and professional development opportunities
- Competitive total rewards package including 100% Employee health, life, dental and Long Term Disability premium coverage; simple Individual Retirement Account (IRA) – annual 2% HelpLine contribution, no match requirement and vested immediately. Life Insurance and other optional benefits are available.
- Earned compensatory time
- Mileage benefit for all work-related travel

HOW TO APPLY

For full consideration, please submit a cover letter and resume to Susan Hanson Executive Director at shanson@helplinedelmor.org. This opportunity will remain open until filled.

ABOUT US

As the community's only comprehensive 24/7 resource, we are the go-to for supporting and empowering change. Our highly trained specialists offer compassionate support to anyone in crisis or in need of information, connecting people with the right community resources and empowering them to thrive. Our prevention programs promote and advocate for emotional health and wellness through addressing suicide and depression, sexual assault, child sexual abuse and family violence to influence change in our community. These programs are rooted in our relationships with local non-profits and agencies, giving us the connections and knowledge to get community members the support, education and volunteer opportunities they're looking for. For more information, visit helplinedelmor.org.

HelpLine provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, religion, age, sex, sexual orientation, disability status, or any other characteristic protected by federal, state or local laws.