



Program Director

Full Circle Family Program

Agency Overview

Founded in 1889, Family Service Agency of San Francisco is the oldest nonsectarian, nonprofit charitable social-services provider in the City and County of San Francisco. Our mission is to strengthen families by providing caring, effective, and innovative social services, with special emphasis on the needs of low-income families, children, and the elderly and disabled people, thus improving the quality of life for all San Franciscans.

Program Description

Full Circle Family Program (FCFP) offers outpatient mental-health services for multicultural, low-income children, ages 5-18, and their families in the South of Market, Tenderloin, Western Addition, and Southeastern districts of San Francisco. FCFP is an innovative child and family-focused program that utilizes evidence-based practices and interventions which have been shown to help youth succeed within the context of their families. We believe that, regardless of the setting in which youth may be exhibiting challenges; the family has the strengths necessary to develop their own goals on behalf of their children. Our focus is to facilitate their success. Thus, our philosophy is truly to honor family strengths, to join with families in developing their own solutions; and to offer support that has significant evidence as to its effectiveness. We reach out to communities in which our youth live and provide services in the location that best meets the needs of the youth and their family.

Job Description

Provides overall management and direction to the Full Circle Family Program including:

- Management of staff,
- Development/control of the budget,
- Development and implementation of policies and procedures,
- Participation in obtaining funds and grants,
- Coordination and integration of program services with others in the organization.
- Provision of direct supervision to case managers, and overall supervision, clinical supervision and case assignments to staff.
- Ensuring charting compliance and documentation standards.
- Acting as Agency representative of program to the community.
- Recruiting, hiring and training of program staff in consultation with the Division Director.
- Additional duties as needed.

Minimum Qualifications:

- A minimum of 5 years of direct service experience working with an at-risk or mentally ill population. A minimum of 4 year of supervisory experience required
- Master's Degree in Human Services field with current California State Licensure
- Knowledge of San Francisco Community Behavioral Health Services and community resources
- Knowledge of County, State and Federal requirements for documentation and reporting

Welcoming

Strength Based

Culturally Relevant

Team Implemented

Recovery Oriented

Family Oriented

Advancing the Field

- Knowledge of human behavior and performance; individual differences in ability, personality, and interests; learning and motivation; psychological research methods; and the assessment and treatment of behavioral and affective disorders
- Knowledge of DSM-IV diagnoses
- Knowledge of principles, methods, and procedures for diagnosis, treatment, and rehabilitation of physical and mental dysfunction
- Social Perceptiveness Skills; Awareness of others' reactions and understanding why they react as they do
- Monitoring Skills; Monitoring/Assessing performance of clients and take corrective action as needed
- Ability to communicate information and ideas in speaking and written form so that others can clearly understand
- Ability to be a team player with a welcoming attitude

Additional Information:

Division: Children, Youth and Family

Position: 100%

Reports to: CYF Division Director

SEND RESUMES TO:

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