



Housing Resource Program Director

Program Description: The District Alliance for Safe Housing, Inc. (DASH) is a newly formed nonprofit agency that works to ensure safe and sustainable refuge for victims of domestic violence in the District of Columbia through the development and management of emergency and transitional housing and supporting other community-based organizations to develop housing for victims as well.

Report to: Executive Director

Responsibilities: Provides support and expertise to the design and development of a newly developed program providing training and housing resource expertise to victims and the greater community. This is a first line supervisory position involving supervisory and program participant responsibilities. Duties are as follows:

- Participate in all areas of program and policy development and design of the Housing Resource Program and participate in planning of overall agency development;
- Supervise and manage all activities of the Housing Resource Program at the new Lighthouse Victim Service Center and the functions of the Housing Resource Specialists;
- Generate resources in the area of housing, including: researching available affordable and supportive housing options; developing relationships with landlords, brokers and housing programs; acting as a liaison to other agencies and attending related meetings regarding housing issues for homeless populations and educating the community on changing policy as it relates to victim access to affordable housing;
- Troubleshoot technical housing issues as they arise with staff, victim advocates, and victims accessing housing programs;
- Develop resource material and content for the Housing Resource Center Online website;
- Design and conduct trainings and quarterly summits for staff and partner agencies;
- Perform other duties which contribute to the running of the worksite, including ordering equipment and supplies;
- Managing and supervising the activities of student interns and volunteers as needed;
- Completing program reporting and evaluation/statistical monitoring; and,
- Other related duties as assigned.

Qualifications: A Master's Degree and five years work experience are required (education and or work experience may be substituted for these requirements). Knowledge of Microsoft Word and Excel, good oral and written communication skills, knowledge of and sensitivity to domestic violence, child abuse and neglect, substance abuse, and sexual abuse. Comfortable working within a newly formed and evolving program. Fluency in a foreign language a plus.

To Apply: Email cover letter plus resume to info@dashdc.org (please put title of position on subject line). No phone calls please. No fax please.