

The Opportunity

The Urban League of Greater Pittsburgh (ULGP), an organization dedicated to the economic self-reliance, parity, power, and civil rights, of African Americans and other underserved in the Greater Pittsburgh area, seeks a Director of Family Growth and Child Development

We are looking for a dynamic, experienced human services professional with strong leadership and project management skills to complement our highly effective leadership team and staff. The ideal candidate will be a creative and data driven self-starter who work best when collaborating with others and will be energized by growth and change.

Because the Urban League of Greater Pittsburgh believes that our people are the only way to achieve our mission, we embrace and welcome those with varied life experiences who are committed and interested in the challenge of helping a historied organization reimagine itself. We welcome all qualified applicants who reflect the rich tapestry of the population and culture for whom the Urban League advocates regardless of ethnicity, race, sex, gender identity and expression, nation of origin, age, languages spoken, veteran status, color, religion, disability, sexual orientation, marital status, or experience with poverty or homelessness.

The ULGP offers a flexible, collaborative environment with a commitment to best practices, innovation, and growth. We welcome creative and hard-working team players who share a passion for securing economic self-reliance, parity and power, and civil rights for African Americans and other underserved urban residents.

REPORTS TO: Vice President Programs and Services

FLSA STATUS: Full-time; Exempt

STARTING SALARY RANGE: \$60,000

Director of Family Growth and Child Development

The Director of Family Growth and Child Development will oversee the management, development, implementation, and coordination of ULGP Family support centers and individual programs with the Family Growth and Child Development Department (FG&CD). The Director is accountable for staff performance, ensuring quality of service, while adhering to standard protocols, and productivity measures to ensure successful outcomes to the those we serve in the community.

Essential Functions

- Manage the implementation of Family Growth and Child Development (FG&CD) programs and services in accordance with the Agency, Department of Human Services, and contractual agreements to ensure successful outcomes.
- Develop and manage annual program plan and budget.
- Implement and lead department continuous improvement plan, focusing on performance and process improvement. Measure and evaluate program performance to goals.
- Ensure continued financial viability of department through sound fiscal management, sustainability planning, and grant writing.
- Hire, supervise and appraises FG&CD staff in accordance with ULGP policies and procedures.
- Assure that all records and reports pertaining to monitoring and evaluation of programs are prepared and kept up to date.
- Work collaboratively with ULGP leadership, staff, key community agencies, local school districts, groups and organizations to implement program and advocacy efforts.
- Maintain high level of confidentiality.

COMPETENCIES

- Communication
- Relationship Building
- Effective Time Management
- Agility
- Client Focus
- Critical Thinker
- Results Focused
- Grant Writing
- Supervisory Skills
- Knowledge of county and state education

EDUCATION AND EXPERIENCE

Bachelor's degree in social services and 7 years of relevant work experience.

Minimum of 5 years of management/ supervisory experience preferably in the nonprofit arena.

Must provide proof of full COVID 19 vaccination status.

Valid PA Driver's License and auto insurance required.

Act 33/34 and FBI clearances required.

The ULGP invites all applicants to include in their cover letter a statement about how your unique background and/or experiences can contribute to the diversity, cultural vitality, and perspective of our staff, students, volunteers, and supporters.