



THURSTON COUNTY
invites applications for the position of:

Housing and Homeless Prevention Manager

SALARY: \$5,701.00 - \$7,601.00 Monthly

OPENING DATE: 05/20/19

CLOSING DATE: 06/09/19 11:59 PM

SUMMARY OF DUTIES:

Public Health and Social Services Mission:

"Working together to achieve the highest level of health and well-being for everyone."

Thurston County Public Health & Social Services Department's Office of Housing and Homeless Prevention Division is seeking applicants to fill the rewarding position of **Housing and Homeless Prevention Manager**. The ideal candidate will have demonstrated experience working with elected officials and community stakeholders, implementing effective and results oriented community programs, and a passion for developing strategies to address affordable housing and homeless challenges in our region. All responsibilities are conducted in a manner consistent with the spirit of the Thurston County Public Health and Social Services mission, vision and values.

The work of the **Housing and Homeless Prevention Manager** is guided by the Thurston County 2019/2020 Strategic Plan Initiative #3: Collaborate with community partners to reduce homelessness and implement Thurston Thrives housing strategies. Since 2013, the County has been a vital partner in a collective impact effort of public, private, and non-profit sectors to address housing challenges through the Thurston Thrives Housing Action Team and Coordinating Council. The Thurston County Board of Health declared homelessness to be a public health crisis in June 2018, and is dedicated to provide support and leadership in effective, community-wide collaborative coordination, planning, and policy efforts to end this crisis and to implement actions that will reduce homelessness, increase affordable housing development opportunities and address the health, safety, social, economic and environmental impacts of homelessness.

The **Housing and Homeless Prevention Manager** will supervise four staff members within this Division and is responsible for the administration of a number of funding sources including Community Development Block Grants (CDBG), Washington State Consolidated Homeless Grant (CHG), and the Community Investment Partnership (CIP). The work is accomplished in a highly visible and political environment and includes regular interaction with county and city elected officials, non-profit leaders, and community stakeholders throughout Thurston County through a number of teams including the Housing Action Team (HAT), the CIP Committee, the HOME Consortium for Thurston County, and the CDBG Urban County Partnership.

Please follow each link to learn more about [Thurston County Public Health](#), [Thurston County Strategic Plan](#), or the [Office of Housing and Homeless Prevention](#).

QUALIFICATIONS:

- Bachelor's degree in a field that would benefit this position.
- Four years of progressively responsible experience related to public program and policy development. Demonstrated competence in the principles and practices of public policy development and administration. Also must be able to demonstrate competency in supervising personnel involved in program implementation and in establishing and controlling budgets.
- Current Washington State Driver's License or have requested and obtained an appropriate accommodation.
- Ability to efficiently use a personal computer and applicable software to successfully perform the essential job functions of the position.

DESIRED SKILLS:

- Extensive knowledge of current principles and practices relating to planning, public policy development and implementation of programs related to the specific position being advertised for.
- Knowledge of Federal, State and local policies and regulations pertaining to the specific position being advertised for.
- Ability to communicate effectively with individuals and groups regarding complex or controversial public policy issues or service.
- Excellent communication skills, both verbal and written.
- Strong project management, organizational and prioritization skills.

OTHER POSITION RELATED INFORMATION:

For more information about this position, please contact **Schelli Slaughter, Public Health & Social Services Director, 360-867-2502.**

This position is:

- Eligible for benefits
- NOT represented by a Union
- NOT eligible for overtime under the Fair Labor Standards Act (FLSA)

Items required for consideration:

- Application
- Letter of Interest
- Resume

APPLICATIONS MAY BE FILED ONLINE AT:
<https://www.governmentjobs.com/careers/thurstonwa>

Position #40R01470
 HOUSING AND HOMELESS PREVENTION MANAGER
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Thurston County
 2000 Lakeridge Drive SW
 Olympia, WA 98502
 (360) 786-5498

Housing and Homeless Prevention Manager Supplemental Questionnaire

- * 1. The purpose of this disclosure form is to comply with the Washington Child and Adult Abuse Information Act. Our intent is to do what we can to assure the well-being of all clients we serve. Have you ever been convicted of a crime?
- Yes No
- * 2. Have you ever had findings made against you in any civil adjudicative (judicial or administrative) proceeding? A "civil adjudication proceeding" is a judicial or administrative adjudicative proceeding that results in a finding of, or upholds an agency finding of, domestic violence, abuse, sexual abuse, neglect, abandonment, violation of a professional licensing standard regarding a child or vulnerable adult, or exploitation or financial exploitation of a child or vulnerable adult under any provision of law, including but not limited to chapter 13.34, 26.44, 74.34 RCW, or rules adopted under chapters 18.51 and 74.42 RCW. "Civil adjudication proceeding" also includes judicial or administrative findings that become final due to the failure of the alleged perpetrator to timely exercise a legal right to administratively challenge such findings.
- Yes No
- * 3. Have you had both a conviction and a finding made against you in any civil adjudicative proceeding?
- Yes No
- * 4. Do you have any civil adjudicative proceedings or criminal charges pending?

Yes No

* 5. If you answered YES to any questions numbered 1-4, please explain below. If you answered NO to ALL questions numbered 1-4, type NA.

* 6. By responding to this disclosure form, applicants understand that an inquiry may be made to the Washington State Patrol or other law enforcement agencies under the Child and Adult Abuse Information Act to determine whether the applicant has any history relating to crimes against another person or child abuse. I certify under penalty of perjury under the laws of the State of Washington that the foregoing responses are true and correct.

Yes No

* Required Question