



## **La Plata Youth Services**

### **La Plata County Collaborative Management Program (CMP) Coordinator** *(Full-time, Salaried, Exempt)*

**Description:** The La Plata County Collaborative Management Program supports youth and their families who are experiencing significant, adverse life events through facilitated, collaborative problem-solving and community-based wraparound services. The CMP Coordinator's primary responsibility is to provide the necessary monitoring and leadership to ensure the ongoing sustainability and vitality of the program. The CMP Coordinator supports the development and implementation of community-based youth service programming, providing effective, multi-system responses to youth struggling with significant, adverse barriers to positive school, community, and social engagement, including juvenile justice involvement. These goals are accomplished by prioritizing collaboration with multiple youth-serving partners, providing case management services for families requesting assistance through the Individualized Service and Support Team (ISST) meetings. The objective of the CMP is to develop community-based programming which utilizes a strengths-based, trauma-informed, and culturally responsive continuum of services designed to improve school and community engagement, reduce negative behavioral incidents, improve personal resilience, and strengthen short and long-term supports. As a collaborative position, the La Plata County CMP Coordinator is employed by La Plata Youth Services.

**Reports to:** La Plata Youth Services Executive Director

### **ESSENTIAL FUNCTIONS**

#### **A. Program Management**

- Build and sustain healthy, positive relationships with program participants, including youth, families, partners, staff, and other service providers
- Actively foster the values of LPYS throughout all programming, specifically Social Justice, Integrity, Innovation, Collaboration, and Compassion
- Oversight and management of the details outlined in La Plata County's CMP (HB-1451) MOU
- Provide case management, resource connection, and collaborative funding solutions to support youth and families
- Screen and process referrals to the CMP program, including conducting intake meetings
- Facilitate Integrated/Judicial Service and Support Team team meetings
- Meet with representatives of multi-system CMP partners to engage in information sharing and programmatic updates
- Engage in cross-program collaboration with existing LPYS programming
- Work with community partners to collaboratively blend funding streams, reduce duplicate programming, and develop innovative solutions



- Generate awareness of CMP's role and scope of practice within the community, particularly with ISST members

## **B. Operations Management**

- Participate in the statewide CMP Steering Committee
- Provide presentations as requested by grantors and community organizations (incl. conferences, webinars, and site visits)
- Oversee the administration, collection, and recording of client records and data, including program surveys and assessments
- Develop fundraising strategies, including grant writing
- Prepare the annual budgets, including tracking expenses and processing invoices and reimbursements
- Present program progress at Inter-Agency Oversight Group (IOG) meetings
- Complete funding requirements, including program reporting
- Support CMP's continuous improvement through ongoing program evaluation

## **C. Participate as a contributing member of the LPYS team**

- Attend and actively participate in LPYS fundraisers. Support organizational development by involvement with planning workgroups and special projects
- Participate in ongoing diversion team meetings, training sessions, and workgroups
- Responsibilities may include the following: speaking, workshops, etc., that address youth issues
- Sustain professional and positive working relationships with staff.
- Knowledge of and adherence to organizational goals, values, policies, operations, and mission statement
- Represent the organization in a respectful way both on and off the job.
- Consult with the Executive Director, supervisor, and clinical staff as needed with high-risk clients, client emergencies, and crisis situations
- Other duties as assigned

## **DESIRED QUALIFICATIONS**

- Knowledge of the school-to-prison pipeline, housing assistance, and community resources, interventions, and systems supporting youth and families
- Understanding of theoretical frameworks such as cultural responsiveness, trauma-informed care, and positive youth development
- Practical knowledge of social justice including addressing inequities created by systems and policies that create barriers to the well-being and opportunity for youth that have marginalized identities.
- Experience working with people of diverse backgrounds, perspectives, and cultures

## **MINIMAL REQUIREMENTS**

- Committed to the success of the program.
- Flexible, reliable, friendly and conscientious.



- Able to work with both youth and adults with a respectful and non-judgmental attitude.
- Capable of being appropriately responsive to challenging and/or crisis situations.
- Practice good verbal and written communication; organization skills.
- Compliance with confidentiality and mandatory reporting of child abuse and neglect.

## **EDUCATION REQUIREMENTS**

A master's degree in social work, human services, or a related field is preferred. An equivalent combination of education, experience, and/or training will also be considered.