

PROGRAM MANAGER SENIOR IV

Director of Social Services, Baltimore City

Recruitment #19-005485-0002

Department DHS - Baltimore City DSS

Date Opened 3/13/2019 10:45:00 AM

Filing Deadline 4/12/2019 11:59:00 PM

Salary \$85,941.00 -
\$138,132.00/year*

Employment Type Full-Time

Work Location Baltimore City

Introduction

This is a Management Service position that serves at the pleasure of the Appointing Authority. *The State's salary range is \$85,941 - \$138,132. Baltimore City Government may provide a salary supplement commensurate with experience. The supplement is in addition to the State Salary.

GRADE

26

LOCATION OF POSITION

Department of Human Services
Baltimore City Department of Social Services
1910 North Broadway Street
Baltimore MD 21213

Main Purpose of Job

The Maryland Department of Human Services (DHS), in cooperation with the Baltimore City Mayor's Office, seeks an accomplished administrator to lead all program activities of the Baltimore City

Department of Social Services (DSS). Ideal candidate will have successfully implemented a change management process, have human capital management experience with fundamental business practice, and will lead the Baltimore City DSS programs – Adult, Family and Children’s Services, Financial and Nutrition Assistance Programs. The Baltimore City DSS’s Administration Building is located in East Baltimore and has a staff of approximately 1,700 with an operating budget in excess of \$693 million.

Home to world-renowned research institutions and the historic seaport the Inner Harbor, Baltimore is an urban city with a population of approximately 620,000 and a median household income of \$42,241. Baltimore City is within driving distance to several major metropolitan areas including Washington, D.C., Virginia Beach, VA, Philadelphia, PA and New York City.

MINIMUM QUALIFICATIONS

Applicants must have a Master’s degree in Social Work or related fields, such as Business Administration, Public Administration, Human Services Administration, Health, Education, Psychology, Sociology, and other Human Service related degrees with at least five years of professional employment in social services administration or supervision.

DESIRED OR PREFERRED QUALIFICATIONS

Desired qualifications include, but are not limited to:

- Leadership of multi-site operations in an urban area
- Executive management experience (prefer 10 years) with fiscal and human resource management
- Experience leading change management processes
- Human Capital Development – engage staff, grow leaders, and maintain community relationships
- Managerial experience with program planning, evaluation and implementation
- Expert ability to acquire new funding from non-traditional sources
- Effective communication skills

BENEFITS

[STATE OF MARYLAND BENEFITS](#)