

Program Manager (Residential Halfway House)

Chapel Hill

Freedom House Recovery Center (FHRC) is seeking to hire a **full-time Program Manager** for our residential women's halfway house program in Chapel Hill, NC. Two years of administrative and supervisory experience in increasing variety and complexity, preferably in substance abuse setting is preferred. The successful candidate must be able to take and successfully complete trainings in North Carolina Interventions (NCI), CPR and First Aid. Current licensure as a LCAS or certification as a CSAC, is preferred, but not required. Certification as a Peer Support Specialist for mental health or substance use disorders is preferred, but not required.

The applicant must possess strong organizational skills; have knowledge of community resources and advocacy services; have knowledge of the socio-cultural characteristics of the population being served; have the ability to understand and apply relevant laws, regulations, rules, standards, policies and procedures; must possess good interpersonal, oral and written communication and computer skills. Prior experience working with an electronic medical record system is a plus.

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