DCS Overview

Diversified Community Services is a deeply-embedded neighborhood based nonprofit agency serving nearly 8,000 children, youth, adults, and families in the Point Breeze section of South Philadelphia. Diversified is a multi-purpose social service agency emphasizing education and skill-building while providing early childhood education as an integral function of its mission to serve Point Breeze’s low-income community. Diversified has been providing a comprehensive array of services to children and adults in the Point Breeze neighborhood of South Philadelphia for over a century. Services include:

- **For young children**: Early childhood education
- **For school-age youth**: Out-of-school time programming (after school and summer camp); and case management for at risk youth
- **For adults**: Employment training, parenting education, energy assistance programs, housing counseling programs, and financial literacy; and
- **For the community at large**: Affordable housing and community economic development

Diversified has been a leader in early childhood education for 42 years. Diversified’s childcare centers are nationally recognized and accredited by the National Association for the Education of Young Children (NAEYC). NAEYC sets the standard for quality early education with rigorous requirements and regulations regarding programming, staffing, and family and community involvement. Diversified’s centers have also obtained a Keystone STAR 4 and 3 rating. The Keystone STARS is Pennsylvania’s program to improve the quality of early learning. It is a voluntary program that recognizes Department of Public Welfare (DPW) regulated child care providers who exceed state health and safety certification requirements. The Keystone STARS is a nationally recognized quality rating system beginning at STAR One, then progressing up through Two, Three, and Four.

**Position Overview:**

Intensive Prevention Services is a prevention-oriented service, one in a continuum, supported by the Philadelphia Department of Human Services. The purpose of the program is to promote pro-social behavior for at-risk youth by providing a comprehensive set of services. The IPS Director will oversee the delivery of counseling, case management and social services to the entire cohort of approximately 50 youth and their respective families.
Key Responsibilities:

- Provide day to day leadership and supervision of IPS team consisting of Master’s and Bachelor’s Level personnel.
- Responsible for providing guidance to the team and the oversight of daily operations.
- Establish social work protocols that meet DCS and DHS performance standards in the provision of quality services that meet the diverse needs of IPS youth and their families.
- Collaborate with other agency partners (Juvenile Justice Center (JJC), Department of Human Services, (DHS), Family Court, District Attorney’s Office and Youth Advocacy Project, (YAP) to establish and coordinate intervention planning in order to achieve best outcomes for youth.
- Develop and strengthen relationships with various community providers to ensure that youth are meeting their social, emotional and behavioral needs and that linkages are made to necessary resources as identified by service plans.
- Conduct reflective bi-weekly individual and team supervision meetings and ensure services are delivered from a Two-Generational, trauma-oriented approach, strengths-based approach.
- Schedule and participate in monthly case consultation meetings with JJC Liaison.
- Supervise and partner with the IPS Site Based Coordinator in the planning and development of all programming activities, including curriculum evaluation, consultant contracts, outreach and enrollment and program, curriculum, snack and transportation calendars.
- Maintain ongoing communications with existing referral partners and develop a Strategic Outreach Plan in order to increase enrollment, recruit new referral partners and promote IPS programming throughout service area.
- Management of budget, staff timesheets, invoicing and other financial forms to appropriate administrative staff.
- Facilitate monthly staff meetings, attend quarterly IPS Leadership Meetings and participate in other relevant agency and external meetings.
- Provide new staff with orientation and training to DCS policies and procedures in order to ensure effective onboarding.
- Function as the assigned Field Instructor and provide supervision and guidance for student interns seeking practice experience.
- Other duties as required.

Required Knowledge, Skills and Abilities

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. We are proud to be an EEO employer M/F/D/V. We maintain a drug-free workplace and perform pre-employment substance abuse testing.

Other related skills: The ability to communicate with all levels of the organization and with other service providers is essential.
**Minimum Education and Experience**

MSW or Masters in Behavioral Health or related field. Three to five years of supervisory, managerial and leadership experience involving a mix of Master and Bachelor level staff. Must possess at least 3 years of direct counseling, group or family counseling and case management experience. Demonstrated progression of increasing responsibility and authority. Excellent interpersonal and communication skills.

**Work Locations**

MAMIE NICHOLS CENTER  
1529 SOUTH 22ND STREET  
PHILADELPHIA, PA 19146

Interested applicants should send a cover letter, resume and three (3) references to Patricia McClay at pmcclay@dcsphila.org or mail to 1529 S. 22nd Street, Philadelphia, PA 19146.