



## Job Description - Director of Residential Programs

### VISION

We envision children transformed by the redemptive power of Jesus Christ and empowered to fulfill all their God-given potential.

### MISSION

Our mission is to provide Christ-centered homes and education for children, equipping and inspiring them to fulfill God's plan for their lives.

**SUMMARY/OBJECTIVE:** The Director of Residential Programs provides visionary leadership and operational oversight for Bethel's residential program serving at-risk youth. This position ensures a safe, nurturing, and spiritually enriching environment while maintaining excellence in program delivery, staff development, compliance, and outcomes measurement. The director upholds Bethel's mission, core values, and Christian principles in all aspects of programming and management.

**REPORTS TO:** President and CEO

**JOB CLASSIFICATION:** Exempt

**DEPARTMENT:** Residential

**SUPERVISES:** House Parents, Admissions Staff

**WORK LOCATION:** On-site at Bethel Bible Village

### KEY RESPONSIBILITIES:

#### Program Leadership & Oversight

- Provide strategic leadership and daily oversight of all residential programs and youth services.
- Develop, implement, and evaluate programming that aligns with our holistic approach, which includes spiritual, physical, intellectual, emotional, and relational.
- Ensure compliance with state licensing regulations, accreditation standards, and organizational policies. Proactively monitor regulatory and youth residential trends. Confirm continuous audit readiness and implementation of best practices.
- Collaborate closely with the teams responsible for admissions, case management, counseling, education, recreation, and life skills.

#### Staff Management & Development

- Recruit, train, supervise, and evaluate residential program staff, including house parents, admissions, and support personnel.
- Foster a culture of teamwork, accountability, professional growth, and spiritual integrity.
- Provide ongoing coaching and performance evaluations to ensure high-quality care and adherence to program standards.

#### Resident Care & Safety

- Maintain a safe, structured, and supportive residential environment for program participants.
- Oversee crisis intervention procedures and ensure appropriate documentation and reporting.
- Partner with clinical, educational, and family support teams to ensure individualized care and positive outcomes for each resident.

#### Administration & Compliance

- Manage program budgets, staffing levels, and resource allocation in coordination with executive leadership and organizational needs.
- Maintain accurate records, reports, and data tracking for licensing, inspections, accreditation, and program evaluation.
- Collaborate with community partners, churches, and service agencies to expand awareness and enhance program impact.

**Faith-Based Integration**

- Model and promote Christian values through leadership, mentorship, and decision-making. Exemplify a vibrant faith personally and professionally.
- Facilitate opportunities for spiritual growth among residents and staff through prayer, devotions, and worship experiences.
- Ensure all aspects of the program reflect Bethel’s mission, values and biblical principles.

**MINIMUM REQUIREMENTS:**

*Spiritual:* Spiritually mature, with a commitment to integrating faith and work. Be an active, participating member in a local Christian church. In accordance with the Mission of Bethel Bible Village, we will share the gospel with children in our care, as well as their families, to help them know and respond to the love of God in Christ. Servant leader with integrity, humility, and vision.

*Education/Experience:* Bachelor’s degree in Social Work, Psychology, or related social services field required (Master’s degree preferred). Minimum 5 years of progressive leadership experience within trauma informed youth residential care environment. Experience must include direct supervision of residential staff.

*Specific Skills/Requirements:* Possesses strong relationship building, mentorship, and discernment skills. Must have excellent interpersonal and verbal communication skills. Departmental budget management.

*Specialized Knowledge, Licenses, other:* Knowledge and experience in licensing, audits, internal assessment, policy, and program development. Ability to comprehend and apply legal, statutory, and technical documents to ensure program compliance and enhancement.

**PHYSICAL REQUIREMENTS:** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is occasionally required to stand; walk; sit; use hands; reach with hands and arms; balance; stoop; kneel, crouch, climb; talk or hear; taste, or smell. The employee must occasionally lift and/or move up to 20 pounds.

**OTHER DUTIES:**

Please note that this job description is not designed to cover or contain an exhaustive list of all activities, duties, or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.

**SIGNATURE:**

The employee signature below constitutes the employee’s understanding of the requirements, essential functions, and duties of the position.

Employee \_\_\_\_\_

Date \_\_\_\_\_