



JOY HOUSE FEMALE LIVE-IN COMMUNITY MANAGER

The mission of Providence Network (PN) is to heal broken lives from the inside out through our Christian faith-based transformational housing communities.

Providence Network has been changing the trajectory of people's lives in Denver, CO since 1988 by providing safe, loving, and growth-oriented homes where residents can heal from addiction, homelessness, and domestic violence. Our holistic approach fosters healing, engagement in supportive relationships, economic self-sufficiency, and discovery of personal agency.

We consider ourselves a spiritual family and enjoy a culture of meaningful connections where we learn, work, celebrate and play together!

POSITION SUMMARY

Status: Full-time, 40 hours/week
Reports to: Program Director
Supervises: Live-in Community Assistant Manager and Community Partners

As the full time live-in community manager, you will experience the joy of witnessing true life transformation while leading a team that engages in special ways to foster a culture of family, belonging, and growth at our Joy House property. **Joy House is an apartment community in the Capitol Hill neighborhood of Denver that serves 11 families (women & children) transitioning from domestic violence, addiction, and other unstable situations.** In addition to living with and daily supporting residents, key components of the program include weekly community meals, individual resident mentoring & spiritual support, resource navigation, and community activities.

RESPONSIBILITIES

- Coordinate community engagement activities (meals, crafts, outings, and other events)
- Supervise live-in staff
- Mentor residents weekly (up to 5)
- Facilitate individual and team meetings
- Organize staff team-building activities
- Identify opportunities for staff growth and development to maximize their strengths
- Coordinate on-duty schedules, including evening and weekend shifts
- Uphold missional goals, program commitments, and community rules and values, addressing resident non-compliance and growth barriers in creative and constructive ways
- Foster resident growth by supporting resident goal plans in collaboration with the clinical team
- Respond to emergency situations through thoughtful (often collaborative) crisis management

- Care for the property by coordinating chores, maintenance needs and supply purchases
- Engage in the greater PN community by attending meetings, training, special events, and maintaining good connections with volunteers and donors
- Actively increase knowledge and skills for serving our populations (readings, trainings, consulting...)

QUALIFICATIONS & SKILLS

- Strong sense of calling to urban ministry and a mature, personal Christian faith
- Comfortable signing Providence Network's Statement of Faith
- Wise discernment and experience leading others; positive energy for building a healthy team
- Experience serving people who are recovering from addiction, homelessness or other crises
- Compassionate and able to engage and motivate different personalities with various needs
- Critical thinking and problem solving for managing crisis situations and addressing needs
- Adaptable to change when resident care plans require adjusting for optimum results
- Basic computer literacy and organization skills to manage program records

SALARY: \$36,000 - \$38,000

FREE HOUSING VALUED at \$18,000: Includes 2-bedroom apartment, utilities, Internet, on-site laundry and some meals.

BENEFITS VALUED at \$14,000 - \$17,000: Employer-paid medical, vision, life, and long-term disability insurance. Retirement plan with 6% employer contribution. \$500 wellness stipend. \$50/month cell phone expense reimbursement. Optional employee-paid dental, flex spending, legal/identity protection and discounted personal insurance plans. 11 paid holidays and 16 PTO.

TO APPLY: Send cover letter & resume to Program Director, Dana Jones, at danajones@providencenetwork.org and [click here to complete an Employment Application](#)