

Position: Program Director

Location: Men's/Elyria, 158 Irondale Street, Elyria, OH 44035

Status: Full-time (40 hrs/week, hourly)

Schedule: Full-time, Monday–Friday, 8:00 am – 4:30 pm

Reports To: Senior Director of Recovery Services

Supervises: Resident Coordinators and House Managers

About the Role:

Road to Hope is seeking a compassionate, organized, and recovery-focused Program Director to lead and support our Men's recovery housing program in Elyria. This role is an opportunity to make a meaningful difference in the lives of individuals and families working toward lasting recovery. As a Program Director, you will oversee the daily operations of our recovery homes, provide leadership to staff, support residents in achieving their recovery goals, and help foster a safe, structured, and welcoming environment where hope and healing can thrive.

Key Responsibilities:

- Develop and oversee individualized Recovery Plans for residents.
- Assess resident needs and connect individuals to appropriate community resources and supports.
- Train, supervise, and evaluate Resident Coordinators and House Managers.
- Respond to incidents and ensure proper documentation and follow-up.
- Address resident concerns and ensure adherence to the Code of Conduct and Resident Rules.
- Monitor residents for signs of relapse or recurring symptoms and provide appropriate support and referrals.
- Ensure resident house meetings are held weekly and encourage active participation.
- Be available to residents who need additional support and guidance.
- Maintain a substance-free, supportive, and recovery-oriented environment.
- Conduct safety checks, including smoke detectors, fire extinguishers, and potential physical hazards.
- Model recovery principles, professionalism, and positive behavior.
- Participate in community outreach and collaboration with local service providers.

Qualifications:

- High school diploma or equivalent required; lived experience strongly preferred.
- Passion for helping individuals and families affected by substance use disorder.
- Strong leadership, communication, and conflict-resolution skills.
- Ability to work effectively with people from diverse social, cultural, economic, and educational backgrounds.
- Knowledge of local community resources and social service agencies.
- Ability to maintain confidentiality and exercise sound judgment.
- Valid driver's license and reliable transportation required.

Why Join Us:

At Road to Hope, we believe recovery happens through connection, compassion, and community. We are committed to providing high-quality recovery housing and empowering individuals to build healthy, productive lives. Our team members play a vital role in creating hope and opportunities for the people we serve every day.

If you're passionate about making a difference and want to be part of a mission-driven organization dedicated to transforming lives, we'd love to hear from you.

To Apply:

Candidates should visit www.road-to-hope.org to submit your completed employment application and resume. Due to the volume of applications received, candidates who do not submit an application and/or resume may not be considered.

Internal candidates do not need to complete an application.