
DIRECTOR OF QUALITY IMPROVEMENT

Position Assignment

Title: Director of Quality Improvement

Organizational Unit: Campus Ministries

Recruited by: Vice President of Campus Ministries

Approved by: Executive Vice President of Ministry Operations

Working Relationships

Reports to: Vice President of Campus Ministries

Staff Team: Works closely with Vice President of Campus Ministries, Boothe Campus Director, Director of Homes for Families, and all STCH Ministries staff to enhance the total program.

Basic Functions

The Director of Quality Improvement provides leadership in the areas of strategic planning, continuous quality improvement (CQI), and electronic client information system (ECIS). This position reports to the Vice President of Campus Ministries and works closely with Campus Directors. The Director of Quality Improvement must maintain a healthy value system, including moral and ethical behavior in support of the mission, vision, and values of STCH Ministries. This staff member will work independently and collaboratively with employees throughout the agency.

Basic Responsibilities

1. To serve in campus licensing inspections with Campus Director and Director of Social Service.
2. To serve as a liaison between the Vice President of Campus Ministries, Campus Directors, programs, and service locations.
3. To serve in leadership roles to help develop and implement STCH Ministries strategic plan.
4. To provide oversight and leadership for STCH Ministries campuses CQI plan, including regular reviews of policies to identify necessary changes that support organizational learning and growth.
5. To develop and lead training to support the CQI plan with the Quality Improvement Team.
6. To work with Campus Ministries and develop programs, implement, measure and maintain compliance.
7. To schedule annual gas pressure check, fire inspection, and health inspection as required by Minimum Standards for General Residential Operations.

Position Description

STCH Ministries



8. To collaborate with the Vice President of Campus Ministries and Campus Directors to produce and distribute statistics.
9. To assist the Vice President of Campus Ministries and Campus Directors with staff meeting agendas related to quality.
10. To plan, coordinate, & support training programs and special events that promote quality improvement across Campus Ministries.
11. To work alongside the Vice President of Campus Ministries and Campus Directors in data collection, analysis, and reporting.
12. To perform all other duties as assigned.

I, the employee, have read, understand, and agree with the position description for Homes for Children – Quality Improvement Specialist.

Employee Signature

Date

Employee Supervisor Signature

Date