

Program Manager

Boulder, CO

About Us: Rise Against Suicide is a 501(c)(3) Colorado-based non-profit whose mission is to help youth at risk for suicide by removing barriers and providing timely access to funded therapeutic support, enabling them to find hope and healing. As an organization we value building connections, being responsive and agile, collaborating, and delivering with excellence and compassion.

Overall Job Description: Reporting to and working closely with the Executive Director, the Program Manager will assist with oversight, implementation, and further development of the Rise program. Currently the main program components include: answering calls from parents/legal guardians that have youth in need of services, onboarding and coordinating Rise therapists to see youth, overseeing a smooth referral process, monitoring session numbers, interacting with qualified referral sources, mental health and suicide prevention education for individuals and the community, building a network of resources, and assisting with transition plans.

The Program Manager will report directly to the Executive Director.

Role Description: This is a full-time position based out of Boulder, Colorado. The position is hybrid with two in-office days per week. Any additional in-office days will be coordinated in advance. Regular travel across the area for community events, including some weekend days is required.

Compensation: \$65,000 - \$70,000

The Important Work You'll Do

Program Management:

- Collaborate with the Executive Director in building, overseeing, and implementing a program that aligns with Rise's mission and long-term goals.
- Answer calls and emails about youth that potentially need Rise services.
- Oversee the Rise Referral System (database), including platform administrative tasks, maintaining accuracy of data, report generation, and platform improvement .
- Recruitment and management of contracted Rise therapists.
- Consistent monitoring of referrals for suitability for Rise services, session numbers, need for assistance with transition services, and number of referrals.
- Identify, vet, and develop relationships with community mental health providers to build a strong network for referrals.
- Assist with navigation of services for youth in need of services outside of Rise.
- Engage the parent/ family unit, where appropriate, to facilitate a systems approach to care.
- Ensure program alignment with federal and state laws and policies and procedures of school districts. Escalate any identified issues as outlined in Rise policies and procedures.
- Prepare operational and statistical reports for community, funding sources, and Rise leadership.

Education and Outreach:

- Meet with community partners and stakeholders to research and analyze community needs and potential solutions.
- Generate compelling content, stories, and visual assets around mental health/ suicide prevention education to support social media, newsletters, website resources, and other communication materials.
- Attend networking events, business association meetings, community gatherings, and local forums to represent Rise Against Suicide.
- Serve as a spokesperson for Rise, representing the organization in public forums, partnership meetings, and awareness initiatives.
- Develop and deliver educational presentations around mental health and suicide prevention.
- Create educational materials to provide to parents, schools, and youth on mental health and suicide prevention.
- Setup table and work community events to represent the Rise program.
- Schedule and organize meetings and events with schools, community partners, and contracted providers to build awareness and collaborative efforts in partnership with Community Outreach Manager.

Other Duties as Assigned:

- Carry out additional duties as needed to support Rise's mission and organizational goals, as assigned by the executive director.

Skills and Qualifications:

- A minimum of a bachelor's degree in a mental health related field.
- At least four years of experience in youth mental health care. (counseling, psychiatric nursing, social work, mental health navigation, or school mental health)
- Knowledge around youth suicide prevention and standards of care.
- Passionate about the mission to help youth at risk of suicide.
- Excellent written and verbal communication skills, including the ability to speak publicly. (Spanish-speaking is a bonus)
- Strong interpersonal skills for building and maintaining relationships.
- Ability to listen and connect with people of all ages and backgrounds.
- Skilled at research, systems navigation, connecting, and creative problem solving.
- Organized and detail oriented.
- Proficient at using Google Workplace, Salesforce, Canva, and Powerpoint.
- Ability to maintain strict confidentiality.
- Adaptable to changing situations and working in a dynamic environment.

Benefits Include: PTO, Paid Holidays, Floating Holidays, 401(K)Plan, Medical, Dental, and Vision Insurance

Please submit a cover letter and resume to rise@riseagainstsucide.org by December 1st, 2025.