



Open Position: Director of Youth Programs

Welcome to La Colaborativa, a 501(c)(3) non-profit organization dedicated to empowering Latinx immigrants, enhancing community well-being, and advocating for accountability among institutional decision-makers.

Highlights

Role: Director of Youth Programs

Schedule: 10:00AM-6:00PM Monday-Friday, including some evenings and weekends as needed.

Start Date: September 5th, 2023

Location: 318 Broadway, Chelsea, MA, 02150

We are seeking an experienced and passionate individual to lead and shape the programs and campaigns of our Youth Development Department at La Colaborativa. The ideal candidate will drive strategic initiatives, foster program growth, and nurture a team of dedicated professionals.

If you are committed to equity, social justice, and empowering the Latinx and immigrant community, we encourage you to apply.

Key Responsibilities

- Oversee the implementation of La Colaborativa's diverse Youth Development programs, including Mental Health, Youth Organizing and Advocacy, Youth Jobs, Arts and Culture, Academic Support, Parent Engagement, and Youth Leadership Development.
- Recruit, mentor, and manage the department's staff to ensure their professional growth and monitor staff performance, providing guidance and support for professional development.
- Develop, supervise, and execute programs and youth community organizing campaigns and support Youth Department's staff to plan and evaluate weekly activities, establish safety protocols, and create and adjust program curriculum to address youth and community needs.
- Create and implement strategies for amplifying youth voices through various mediums, such as film, theater, visual art, and public speaking and develop and apply assessments to shape program strategy.
- Coordinate cross-departmental activities and events in collaboration with other Directors, foster transparent relationships with colleagues, community members, and partners, and represent the youth department in regional coalitions and conferences.
- Manage administrative tasks, record-keeping, database management, and budget oversight, and handle onboarding, hiring documentation, and eligibility verification for youth participants and staff.
- Play an active role in grant proposal planning, reporting, fundraising efforts, and data collection to meet funders' expectations.

Qualifications

- Strong alignment with La Colaborativa's mission, values, and dedication to equity and social justice and empathy and sensitivity to the needs of youth, ideally with personal experience in low-income or immigrant communities.
- Exceptional communication skills and the ability to create a safe and open environment for youth engagement and proficiency in seeking input and collaboration from stakeholders, both internal and external.
- Strong leadership qualities and effective management skills, the ability to address complex organizational issues collaboratively, and a proactive approach to departmental growth and change.

To apply:

If you are excited about the opportunity to lead impactful youth programs and contribute to the betterment of our community, please send your resume and a cover letter to dinanyilip@la-colaborativa.org. In the subject line, please include "Director of Youth Programs Application".

Join us in our mission to create positive change and uplift the voices of youth in our community. We look forward to reviewing your application.

La Colaborativa is an equal-opportunity employer. We encourage applications from candidates of all backgrounds and experiences.