

Job Title: Program Director - StartUp Youth Entrepreneurship Program & Explorers Director

Location: Springfield, Ohio

Position Type: Part-Time

About StartUp: StartUp is a vibrant youth entrepreneurship program focused on empowering young people with the skills, knowledge, and resources needed to develop their own small businesses and build financial literacy. Our goal is to inspire and equip the next generation of entrepreneurs with a strong foundation in business principles and ethical practices.

About Explorers: Explorers is an engaging program designed to introduce students to a variety of hands-on experiences, including woodworking, sewing, cooking, and pottery. The program aims to spark curiosity, foster creativity, and develop practical skills in a supportive and exploratory environment.

Position Overview: We are seeking a dedicated and dynamic individual to fill the dual role of Program Director for both StartUp and Explorers. This position involves overseeing the full-time StartUp program and part-time Explorers program. The ideal candidate will have a strong business background, a passion for youth development, and a commitment to Christian values. This role requires a strategic leader with excellent organizational and interpersonal skills to manage and grow both programs effectively.

Key Responsibilities:

StartUp Program:

- **Program Management:** Lead and oversee the daily operations of the StartUp program, including curriculum development, event planning, and execution.
- **Curriculum Development:** Design and implement educational content focused on entrepreneurship and financial literacy.
- **Mentorship:** Provide direct support and mentorship to participants, guiding them in developing and managing their small businesses.
- **Community Engagement:** Build relationships with local businesses, schools, and community organizations to enhance program visibility and opportunities for students.
- **Team Leadership:** Manage and support program volunteers, ensuring a cohesive and productive team environment.
- **Funding and Resources:** Develop strategies for fundraising, grant writing, and resource acquisition.
- **Evaluation and Reporting:** Monitor program outcomes, prepare reports, and recommend improvements for program growth.

Explorers Program:

- **Program Coordination:** Plan, organize, and oversee the Explorers program, including scheduling, resource management, and activity coordination.
- **Activity Development:** Create and implement engaging and educational activities in woodworking, sewing, cooking, and pottery.
- **Student Engagement:** Foster a positive and encouraging environment where students can explore new skills and interests.
- **Partnerships:** Develop and maintain relationships with local artisans, instructors, and community partners to enrich the Explorers program.
- **Program Promotion:** Promote the Explorers program within the community and schools to attract and engage participants.

Qualifications:

- **Education and Experience:** Bachelor's degree in Business Administration, Education, or a related field OR equivalent experience in business development. Proven experience in business management, youth education, or program leadership.
- **Passion for Youth Development:** Strong enthusiasm for working with young people and a commitment to their growth and learning.
- **Christian Faith:** Alignment with Christian values and a commitment to integrating these values into the programs.
- **Leadership Skills:** Excellent leadership and interpersonal skills with the ability to motivate and inspire others.
- **Communication:** Outstanding verbal and written communication skills, with the ability to effectively engage diverse audiences.
- **Organizational Skills:** Strong organizational abilities with experience managing multiple programs and priorities.
- **Technical Proficiency:** Proficiency in Microsoft Office Suite and familiarity with other relevant software and tools.

Preferred Attributes:

- Experience in program management, non-profit work, or educational settings.
- Background in financial planning, business consulting, or practical skills education.
- Established network within the local business and educational communities.

How to Apply: Interested candidates should submit a resume, a cover letter detailing their relevant experience and passion for the role, and three professional references to scym@crusheodds.org by August 23, 2024.

StartUp and Explorers are Equal Opportunity Employers: We celebrate diversity and are committed to creating an inclusive environment for all employees and program participants.

Join us in making a positive impact on the lives of young people through entrepreneurship and creative exploration!