



**Position:** Executive Director

**Organization:** After-School All-Stars Bay Area

**Location:** Oakland, CA

### **Organization Background:**

Founded in 1992, [After-School All-Stars](#) provides free, daily afterschool programs to over 70,000 youth in over 300 school sites in 19 chapters across the U.S. Our vision is for our All Stars to be safe and healthy, to graduate high school and go on to college, to find a career they love, and to give back to their communities.

### **A Unique Opportunity**

ASAS is currently seeking an exceptional and dynamic leader to serve as Executive Director of the Bay Area chapter. Reporting to the Regional Executive Director (RED), the Executive Director's primary responsibilities will involve working closely with the Advisory Board and local staff as well as the ASAS national program and development teams to oversee quality after-school programming throughout the Bay Area while developing and executing the ASAS Bay Area strategic and fundraising plans. The Executive Director will also be responsible for building and maintaining strong relationships with key stakeholders, including: partner schools, board members, staff, government agencies, foundations and program partners. The chapter currently operates on an annual budget of \$785K. The ED will oversee all chapter full-time staff and four current school sites.

### **Specific Responsibilities:**

#### Vision and Strategy

- Overall strategic planning and vision for the organization, in collaboration with the Regional Executive Director and Advisory Board
- Oversee, develop, continually evaluate and grow quality after-school programming at all partner schools
- Serve as a representative of ASAS in key local meetings
- Work with the RED and Advisory Board to strategize, plan, and solicit major sponsors and donors
- Lead the growth of the chapter in the Bay Area

#### Organizational Management

- Provide ongoing day to day management of ASAS Bay Area staff, budget and office
- Maintain relationships with school sites and partner CBOs who host the ASAS program
- Responsible for fiscal management of the chapter including operating within the approved budget, maximum utilization of resources, and performing in a positive financial position
- Demonstrate a drive for organizational and operational excellence with the ability to both manage and coach high-performing teams, set and achieve chapter goals, and maintain high levels of program quality

#### Development and Marketing

- Develop and implement a fundraising strategy to support the goals, objectives and activities of ASAS Bay Area
- Work with the Regional Executive Director, the Regional Development Director, and the Advisory Board to strategize, solicit, and steward major sponsors and donors
- Prepare and distribute, as appropriate, all needed materials for soliciting sponsors
- Research and write grant applications or sponsorship proposals
- Implement social media and online communication strategy
- Work with colleagues across the ASAS national network to share information, resources, and leads and collaborate on national efforts
- Ensure that marketing and fund development are carried out in keeping with the organization's values, mission, vision and plans
- Perform other duties as assigned

**Who should apply?**

The ED should embody ASAS's core values: accountable, collaborative, transparent, proactive, and entrepreneurial, and demonstrate a commitment to the mission of helping kids succeed in school and in life. The ideal candidate will also possess a proven track record of raising significant support in the Bay Area region and at least seven years of leadership and fundraising experience, an ability to passionately communicate ASAS's mission, accomplishments and benefits of our work, excellent interpersonal skills and stewardship skills, and leadership experience. An undergraduate degree is preferred.

**Salary and Benefits:**

The salary for this position is commensurate with qualifications and experience of the individual candidate. ASAS offers a competitive benefits package, including medical, dental, vision, 18 days of paid time off, and 15 paid holidays.

**How to apply:**

Please submit a resume and cover letter in PDF format via e-mail to: [asasjobs@afterschoolallstars.org](mailto:asasjobs@afterschoolallstars.org). Please put "Bay Area ED" and your last name in the subject heading.

To learn more about ASAS, please visit our website:

[www.afterschoolallstars.org](http://www.afterschoolallstars.org)