



Position: Senior Program Director
Organization: After School All-Stars
Location: New York, NY

ORGANIZATION BACKGROUND:

Founded in 1992, [After-School All-Stars](#) provides free, daily afterschool programs to middle school aged youth in school sites all 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 a dynamic leader to serve as Senior Programs Director, reporting to the Executive Director of After-School All-Stars New York (ASAS NY). The Senior Program Director's primary responsibilities will include: oversight of program safety and compliance, ensuring program quality, sustainability, and develops top talent in programs, and supporting the Executive Director with organizational leadership.

SPECIFIC RESPONSIBILITIES:

- Ensure that ASAS NY provides high quality, data-informed programming that students love attending; provide ongoing management, coaching, and professional development of Program Directors, Site Coordinators, and Instructional Coach
- Ensure that ASAS NY provides a safe, secure, and healthy program environment for all students and staff (program operations)
- Responsible for overall chapter programs planning, including collaborating with Instructional Coach and national programs teams to plan professional development and program evaluation calendar
- Manage relationships with school building leadership for all sites, in collaboration with Executive Director
- Assess and manage subcontractors (Education Service Professionals) ensuring program efficacy and grant compliance
- Collaborate with Executive Director to pitch and launch new sites
- Work closely with Executive Director, Operations Associate, Program Directors, and national leadership to ensure that ASAS NY is a fiscally responsible chapter
- Work closely with Executive Director and Program Directors to co-manage funder relationships, ensuring that all grant requirements and initiatives are being met; attend funder and partner meetings as needed
- Assist with implementing fundraising activities to support the goals and objectives of ASAS NY
- Work with Executive Director and national team to develop and maintain robust operational and organizational systems for the New York chapter
- Support the Executive Director with ongoing overall management of ASAS New York in conjunction with the national leadership team and ASAS NY Advisory Board
- Work with colleagues across the ASAS national network to share information, resources, and leads and collaborate on national and regional efforts
- Travel to off-site meetings, trainings, and events
- Perform other duties as assigned

WHO SHOULD APPLY?

The Senior Programs Director is expected to be experienced in the field of non-profit management with demonstrated success in program and organizational oversight. The AED should embody ASAS's core values: accountable, collaborative, transparent, proactive, and entrepreneurial. Strong written and oral communication skills, and exceptional data management, analysis, and organization skills are essential. An understanding of the local non-profit, education landscape in New York is strongly preferred. An undergraduate degree is required.



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SALARY AND BENEFITS:

The salary for this position is commensurate with qualifications and experience of the individual candidate. ASAS promotes a healthy work/life blend and offers a competitive benefits package, including medical, dental, vision, a 403b match, 18 days of paid time off, flex time, and 17 paid holidays.

ASAS is an equal opportunity employer and candidates of diverse backgrounds are encouraged to apply.

HOW TO APPLY FOR THE SENIOR PROGRAM DIRECTOR ROLE:

Please submit a **resume and cover letter** in PDF format via e-mail to: asasjobs@afterschoolallstars.org. Please put "Senior Program Director, NY" and your last name in the subject of your email.

LEARN MORE ABOUT AFTER SCHOOL ALL-STARS:

To learn more about ASAS, please visit our website: www.afterschoolallstars.org