ASAS is currently seeking an exceptional and dynamic leader to serve as the Executive Director, New York!

**About the Organization**

Founded in 1992, After-School All-Stars (ASAS) provides free, daily after-school programs to over 70,000 middle school aged 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.

**About the Chapter**

The New York chapter currently operates on an annual budget of $2.9 million, with $2.5 million of that in local and state government grant funds. The Executive Director will oversee a team of seven full-time staff, and many part-time staff, deployed at six school sites.

**About the Role**

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 New York City while developing and executing the ASAS New York fundraising plan. 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. 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 and align programming to national ASAS goals.
- 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 New York City.

**Organizational Management**

- Provide ongoing overall management and leadership of ASAS NY staff, budget, and office. Stives to create a work environment of engagement and belonging among NY staff.
- Maintain internal financial oversight and controls.
- Cultivate a transparent relationship with the Advisory Board and works collaboratively to carry out the strategies and tactics to meet the chapter’s programmatic and fundraising goals.
- Conduct regular communication with the Advisory Board regarding programmatic impact, growth and development and marketing.
- Recruit new advisory board members in partnership with the Advisory Board.
- Maintain relationships with school sites and partner Community Based Organizations (CBOs) who will host the ASAS program.
- Conduct appropriate evaluation to ensure feedback from stakeholders and program quality.
**Development and Marketing**

- Develop and implement a fundraising strategy to support the goals, objectives, and activities of ASAS NY.
- Work with the Regional Executive Director and Advisory Board to strategize, solicit, and steward major sponsors and donors.
- Raise funds from corporations, foundations, individuals, and government agencies.
- Conduct fundraising events throughout the year to raise ASAS NY public profile and raise unrestricted revenue.
- Prepare and distribute, as appropriate, all needed materials for soliciting sponsors.
- Research and write grant applications or sponsorship proposals.
- Develop and 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 fundraising and marketing efforts.
- Ensure that marketing and fund development are carried out in keeping with the organization’s values, mission, vision, and plans.

**Candidate Profile**

The Executive Director 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 demonstrate:

- Passionately communicates ASAS’s mission, accomplishments, and the benefits of ASAS’s work.
- Possess a proven track record of raising significant support in the New York region.
- An undergraduate degree is preferred with at least seven years of progressively responsible youth development and programmatic leadership.
- Ability to manage a nonprofit operation. Experience in preparing and managing an annual budget and financial statements; fiscally responsible.
- Experience managing and leading a diverse staff. Ability to develop a meaningful internal understanding of the organization, successful interpersonal relationships and culture.
- As a leader, acts as a role model and contributes to the organization’s diversity, equity, inclusion and belonging initiatives.
- Prior success in fundraising, stewardship and external partnership experience required.
- Demonstrated interpersonal and gravitas skills.
- Event planning experience.
- Experience with federal grants, state and local funds preferred.
- Ability to work effectively with diverse groups of people including the NY Chapter’s volunteer advisory board, educators, and public officials.

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.

**Application Process**

Expand HR Consulting (EHR) has been retained to conduct the search. To apply, please submit a cover letter and resume to EHR, Erica Raphael, Sr. Consultant, eraphael@expandhr.com.

ASAS is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion/creed, sex, national origin, disability, genetic information, pregnancy, veteran or active military status, alienage or citizenship status, arrest or conviction record, credit history, salary history, caregiver status, sexual orientation, gender identity, marital or partnership status, familial status, unemployment status, status as a victim of domestic violence, sexual violence or any other status protected by applicable law.
ASAS-NY operates in partnership with the New York City Department of Education and other local education charter networks. All ASAS-NY programs are located within school facilities. As such, all ASAS-NY employees are required to abide by state and local government requirements to work within and visit these facilities.

As of January 24, 2022, in compliance with New York state education mandates, successful candidates must be fully vaccinated and preferably, boosted against COVID-19 so that they can fulfill the requirements of the Executive Director role to work within these school sites. Candidates may request exemptions for bona-fide medical disability reasons and/or sincerely held religious beliefs.