



ASAS is currently seeking an exceptional leader to serve as the Executive Director for the New Jersey chapter!

### **About the Organization**

Founded in 1992, [After-School All-Stars](#) (ASAS) provides free, daily afterschool 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 Jersey chapter currently operates on an annual budget of roughly \$2.7 million made up of government, corporate, and contracted services with school districts. The NJ Chapter consist of 19 sites: 18 K-8 schools, and one high-school. The Executive Director will oversee a team of 50+ staff and three direct reports.

### **About the Role**

Reporting to the Regional Executive Director (RED), the Executive Director's primary responsibilities will involve working closely with the chapter's Board of Advisors and local staff as well as the ASAS national program and development teams to set the chapter's strategic vision; oversee quality afterschool programming throughout New Jersey; elevate the profile of the chapter; and develop and execute the chapter's fundraising plan. The Executive Director will also be responsible for building and maintaining strong partnerships 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 afterschool programming at all partner schools and align programming to national ASAS goals
- Serve as a representative and spokesperson 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 northern and central New Jersey

#### *Organizational Management*

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



### *Development and Marketing*

- Work with staff to develop and implement a fundraising strategy to support the goals, objectives, and activities of ASAS NJ
- Work with the Regional Executive Director and Board of Advisors to strategize, solicit, and steward major sponsors and donors
- Raise funds from corporations, foundations, individuals, and government agencies
- Lead fundraising events throughout the year to raise the chapter's public profile and raise unrestricted revenue
- Prepare and distribute, as appropriate, all needed materials for soliciting sponsors
- Work with staff to research and write grant applications or sponsorship proposals
- Work with staff to 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:

- Passionately communicate ASAS's mission, accomplishments, and the benefits of ASAS's work
- Possess a proven track record of raising significant individual giving, grant, and corporate support in the NJ and for underserved communities
- Possess an undergraduate degree (preferred), with at least seven years of progressively responsible youth development and programmatic leadership
- Possess a proven track record of experience in managing a nonprofit organization with ability to develop meaningful internal understanding of the organization, successful interpersonal relationships, and culture
- Demonstrate experience in preparing and managing an annual budget and financial statements
- Demonstrate experience managing and leading a diverse staff
- Act as a role model and contribute to the organization's diversity, equity, inclusion and belonging initiatives
- Show prior success in fundraising, stewardship, and external partnership experience
- Demonstrate interpersonal and gravitas skills
- Possess experience with federal grants, state and local funds (preferred)
- Event planning experience
- Show ability to work effectively with diverse groups of people including the NJ Board of Advisors, 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 has been retained for the search. Please send your resume and letter of interest to [resumes@expandhr.com](mailto:resumes@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 New Jersey operates in partnership with the Newark Board of Education and local charter districts. All ASAS NJ programs are located within school facilities. As such, all ASAS NJ 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 Jersey 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.