



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

ORGANIZATION BACKGROUND:

Founded in 1992, [After-School All-Stars](#) (ASAS) 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 a dynamic leader to serve as Senior Program 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; budget management/grant compliance; ensuring program development, quality, and sustainability; recruiting high quality staff, effective management and supervision of staff; and supporting the Executive Director with programmatic leadership.

SPECIFIC RESPONSIBILITIES:

- Ensure that ASAS NY provides high quality, data-informed programming that students love attending; provide ongoing multi-site management, supervision, coaching, and professional development of a cohort of Program Directors, Site Coordinators, and where needed frontline staff.
- Ensure program operations within ASAS NY that provide a safe, secure, and healthy program environment for all students and staff
- Manage and maintain a high level of compliance within programming and funding to city and state agencies such as: DYCD, DOH, OCS, OCFS, etc.
- Responsible for working with NYC Department of Health and Mental Hygiene along with New York State Office of Children and Family Services to secure, manage and maintain all site based School Aged Child Care Licences
- Responsible for all new SACC applications and creating systems for annual compliance
- Assess and manage subcontractors (Education Service Professionals) ensuring program efficacy, grant compliance and site based budget management
- Work closely with Executive Director, Operations Team, Program Directors, and National leadership to ensure that ASAS NY is a fiscally responsible chapter
- Manage relationships with school building leadership for all sites, in collaboration with Executive Director
- Work with Executive Director and national team to develop and maintain robust operational and organizational systems for the New York 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
- Support the Executive Director with ongoing overall management of ASAS New York in conjunction with the national leadership team and ASAS NY Advisory Board
- Collaborate with Executive Director to pitch and launch new sites
- Work with colleagues across the ASAS national network to share information, resources, and leads and collaborate on national and regional efforts
- Frequent travel required to program sites throughout Brooklyn and Manhattan
- Travel to off-site meetings, trainings, and events
- Perform other duties as assigned

WHO SHOULD APPLY?

The Senior Program Director (SPD) is expected to be experienced in the field of non-profit management with demonstrated success in program and organizational oversight. Experience with Community Schools Model, DYCD Connect/programs and SACC licensure and compliance preferred. The SPD should embody ASAS's core values: accountable, collaborative, transparent, proactive, and entrepreneurial. Strong written and oral



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

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 required. An undergraduate degree is required, and a Masters Degree is preferred.

SALARY AND BENEFITS:

The salary for this position is commensurate with qualifications and experience of the individual candidate. The estimated annual salary for this role is \$80,000 to \$90,000 per year. 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 15 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: taryn.davis@afterschoolallstars.org. Please put "Senior Program Director" 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