



Youth Programs Director

The Youth Programs Director of Edmundite Missions is responsible for planning and administration of the New Possibilities Youth Program, its programs and facilities in Selma, Alabama and the rural sites of Mosses, Vredenburgh and Pine Apple, and for promoting these programs in areas of Missions operations. The Director reports to the President and CEO of the Missions.

Overview

Edmundite Missions is a Catholic service organization focused on community development in Selma, Alabama and surrounding small communities and rural areas. It has been present in Selma for over 80 years and is the leading community development organization in this part of Alabama.

The goals of the New Possibilities Youth Program are four-fold

- Improve academic performance
- Build individual self-confidence
- Encourage leadership and self-responsibility
- Support health and nutrition and encourage active, life-long healthy lifestyles

The program includes

- Afterschool academic enhancement and leadership programs
- Afterschool arts programs, both visual and performing arts
- Summer camp and field trips
- Athletics programs and competitions

The program serves all ages through high school.

Specific Position Roles and Responsibilities

- Core Program Design and Management
 - Ensure that all programs in Selma and in rural areas operate smoothly and on budget
 - Identify program enhancement opportunities, develop implementation options, and shepherd changes through the Missions program management and program integration process
 - Ensure maintenance of youth program physical equipment and infrastructure, both academic, arts, and athletic
 - Develop and maintain program budgets and program payment accounts
 - Maintain program performance data as input to the Missions Apricot performance data system
 - Act as a role model, leader and mentor for youth engaged in Missions programs
- Athletics
 - Provide oversight of basketball and volleyball programs, including management, registration processes, rosters, scheduling, facilities and operations of supporting facility use
 - Promote Edmundite Missions vision of sports as ministry



- In collaboration with Missions President and CEO, develop and maintain rules of use of athletic facilities and associated behavior or youth and adults, as well as standards for adult-youth ratios
- Collaborate with the Development Office of the Missions to secure revenue for continued program support through sponsorships, marketing, and fundraising
- Personnel
 - Recruiting teachers and other adults for academic and arts programs
 - Recruiting and training qualified coaches for athletic
 - Volunteer recruitment and management, ensuring maintenance of the mission of Edmundite Missions for sports as ministry
- Quality Assurance and Community Responsiveness
 - Conduct annual surveys and interviews of participants and parents/caretakers to assess program quality in each area of operations
 - Evaluation of teachers, coaches and volunteers in all program areas
 - Maintain regular relationships and communications with schools to regularly assess impact of various New Possibilities Youth Programs on students
 - Maintain open dialogue with parents regarding youth participation
 - Ensure collaboration and coordination with other Missions programs and with other community organizations
- Other Duties as Assigned

Key Candidate Characteristics

- Unassailable personal integrity and moral reputation
- Appreciation and respect for the Catholic Church and its teachings
- Understanding of the concepts of “ministry”
- Articulate and motivational speaker in addressing youth
- Empathetic to the needs of at-risk youth

Candidate Requirements

- At least five years of experience leading youth programs, especially those focused on at-risk youth, with experience in sports administration and event planning
- Minimum of BA, preference for MA in areas related to youth development
- Strong financial management skills
- Conflict management skills
- Demonstrated ability to manage staff and volunteers
- Travel between Selma and rural areas required
- Flexibility in hours; availability for periodic evening events

The current position is part time. With the opening of the Dr. Michael and Catherine B Community and Recreational Center in Selma in late 2019, there is a possibility for this position to become full time at the Center.