



## Youth Services Program Director

### **Who We Are**

FosterClub's mission is big: lead the efforts of young people in and from foster care to become connected, educated, inspired and represented so they can realize their personal potential and contribute to a better life for their peers.

Our approach is to engage and empower those who have the most at stake in transforming the foster care system: young people themselves. FosterClub creates and connects young people from foster care with unique tools and programs, and engages young people to transform life for themselves, their peers, and to ultimately improve the child welfare system.

FosterClub understands that good youth engagement integrates Justice, Equity, Diversity and Inclusion (JEDI), and that the entire child welfare system is improved by prioritizing the well-being of young people who experience significant bias and discrimination in the child welfare system due to their race, ethnicity, sex, gender identity or expression, sexual orientation, and who are disproportionately represented in the child welfare system.

**Candidates who identify as POC and candidates with Lived Experience in the child welfare system are strongly encouraged to apply.**

### **The Opportunity: Youth Services Program Director**

You will lead the Youth Services team, one of two program teams at FosterClub, in alignment with the FosterClub logic model and all related theories and components. This team implements activities designed to support children, youth, and young adults who experience the foster care system. The work is carried out in partnership with members of FosterClub's Lived Experience (LEx) Leader team, composed of young people aged 18-26 who have experienced the child welfare system. The team is composed of specialists in youth engagement and a program function (e.g., Curriculum) and generalist project managers.

### **Essential Functions**

- Support staff team in providing direct support to young people who experience the foster care system, through peer-led training and education, access to resources, emergency assistance, and opportunities for participation/leadership development.
- Serve as an organizational leader and engage in strategic planning for work that aligns with FosterClub's logic model and promotes organization growth, effectiveness, and sustainability. Includes daily interfacing with the System Change Program Director to coordinate campaigns and activities.



- Directly supervise staff and oversee the work of the Youth Programs Team (up to 10 staff) and the lived experience leaders who are engaged by the Team to carry out the work of the organization. The Youth Program Team is charged with engaging, training, supporting and supervising lived experience leaders to support their peers in making life in foster care easier.
- Develop and manage the Youth Programs budget. Lead the team in resource development, including oversight of grant writing, contract management, and negotiation. Grow fee for service contracts.
- Direct activities of the Youth Program team, which falls into the following categories:
  - Develop and implement peer-led SPARK curriculum to help young people build competencies that lead to self-determination, including delivery at youth conferences, youth advisory boards, and camps held in collaboration with state partners
  - Grow and maintain FosterClub's pathways to develop Lived Experience (LEx) Leaders, including the FosterClub All-Star interns and Outstanding Young Leader award and recognition programs
  - Increase young peoples' awareness of and ability to access resources to help them through their foster care journey and prepare for life after foster care
  - Create and grow sales of FosterClub's youth-oriented line of publications and tools
- Develop and maintain strategic partnerships, including state and community-based child welfare agencies, Chafee Independent Living Programs, and organizations that provide direct support to young people in and from foster care. Expand opportunities for young people to participate with consideration to FosterClub's ladder of participation.
- Promote the work of the Youth Programs team, including growing recognition for the Lived Experience (LEx) Leaders who are involved in our work and promote FosterClub's field-leading reputation in youth engagement and Positive Youth Development.
- Reporting on Youth Programs work, both internally to our team and externally to sponsors, partners, and the world. Includes setting targets (metrics) and measuring outputs and outcomes.
- Other duties as assigned.

#### **Required Qualifications:**

- Master of Education, Communications, or Social Work preferred, or a minimum of a BA and/or demonstrated equivalent experience.
- Prefer 10 years of experience in nonprofit, social services, or education sectors, with at least five years in a leadership role that includes supervision of multiple staff.
- Excellent youth engagement skills. At least five years professional experience working directly with young people, such as Education, Youth Outreach, Child and Youth Development, or similar field
- Demonstrated success developing and evaluating program models, and selecting and successfully operationalizing innovative programs, using both an equity and trauma-informed approach.
- High level of knowledge regarding the child welfare system, including systemic challenges and opportunities for LEx leaders to contribute.
- Proficient in using technology as a management reporting tool and experience working with information technology staff to develop and implement program evaluation systems.
- Strong project management skills, including managing complex, multifaceted projects resulting in measurable successes and program growth.



- Experience having worked with a high-performance, collaborative, constructive peer group.
- Strength in hiring, recruiting, managing, developing, coaching, and retaining individuals and teams, empowering them to elevate their levels of responsibility, span-of-control and performance.
- Deep understanding of human resources, employee performance improvement plans, and corrective action policies.
- Demonstrated results in managing through complex systems and proven experience negotiating win-win agreements.
- Excellent verbal and written communication skills with exceptional attention to details.
- Personal qualities of integrity, credibility, and a commitment to and passion for FosterClub's mission.
- Commitment to FosterJEDI (Justice, Equity, Diversity, Inclusion and a commitment to elevating lived experience in systems change work) and Positive Youth Development.
- Intermediate to expert level experience using Google Suite (Google Docs, Sheets, Drive, etc.), Microsoft Office Suite (Excel, Outlook, Word, Publisher, PowerPoint), or similar systems.
- OR similar experience that would demonstrate the competencies outlined above.

## Desired Qualifications

- Deep understanding of youth engagement, Youth/Adult Partnerships, and Positive Youth Development.
- Ability to impactfully present and communicate information, including advanced public speaking or training experience.
- Ability to effectively communicate with young people and performance manage volunteer service members with tact and diplomacy.
- Experience with project management and supervision of staff remotely, including use of technology tools to assist.
- Lived experience in the foster care system, or an adjacent youth-serving system (e.g. juvenile justice, youth homelessness, mental health) is highly desirable.

## Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is regularly required to:

- Sit or stand in a stationary position at a desk up to 40 hours per week
- Drafting/writing 80% of the time
- Moving tubs or bin <35lbs, occasionally
- Extensive movement at youth events, occasionally on uneven terrain at youth camps

## Position Type/Expected Hours of Work

- Regular office hours Monday - Friday 8:30am - 5:00pm, willing to discuss and accommodate slight adjustments
- Position will serve remotely (permanent). Offices are located in Oregon and Washington DC (opportunity exists to work from an office location, but not required)

## Travel



- Overnight for partner and funder meetings, and to coordinate program activities, up to 20% time
- Travel up to once per quarter for staff or planning meetings

### **Equitable Employment Opportunity Statement**

FosterClub is committed to building a more just, diverse, inclusive and accessible work environment. We strive to be a workplace where youth who have experienced care, folks with traditionally marginalized identities, and those with non-traditional career paths can thrive. As an Equitable Opportunity Employer we are also committed to upholding applicable federal, state, and local laws and regulations prohibiting unlawful discrimination in employment on the basis of age, ancestry, gender identity or expression, marital status, national origin, political ideology, race, religion, sexual orientation, veteran status, or the presence of a physical, cognitive, or sensory disability. Black, African American, Latino/a/x, Native, and Indigenous people, LGBTQ2S+ people, and people with lived experience in foster care are urged to apply.

**Location:** Remote (permanent)

**Classification:** Full-Time, Exempt

**Compensation:** The salary range for this role is \$80,000 - \$85,000 and is commensurate with experience; Paid Time Off; Dental & Medical Insurance (100% employer paid premium)

**Reports to:** Executive Director, Celeste Bodner

**Start Date:** ASAP

**Review:** Three month probationary period; Quarterly performance and compensation evaluations

Expected of all team members:

Works collaboratively to reduce racial and gendered outcome disparities for youth and families engaged in the child welfare system.

*"Other duties as assigned - Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice"*