**Company/Organization:**

ProYouth

**Location:**

Visalia, CA

**Position Title:**

Area Program Manager

**Job Summary:**

•Provide primary supervision and support for Site Directors and act as their primary contact
•Build the capacity of Site Directors to become increasingly skilled, confident and successful in their work by fostering professional skill development of all site staff
•Ensure that Site Directors provide support to Program Leaders to become increasingly skilled, confident and successful in their work.
•Define benchmarks and metrics to measure training effectiveness
•Ensure a safe and healthy environment is provided for all students and staff in accordance with our partnership agreements with school districts, California Department of Education and our Pro-Youth goals for delivering Program
•Learn and understand State and Federal grant standards for funding in relation to program delivery
•Manage site budgets within grant and ProYouth guidelines
•Ensure student attendance goals for ProYouth programs are met and support day school attendance improvement
•Lead special assignments and projects for the benefit of the overall program
•Expectation to be at Site daily
•Be a collaborative and cooperative partner with the school personnel at all levels
• Coordinate youth development, enrichment and career pathway opportunities for students
•Work toward and establish positive professional relationships with the CEO, Principal and Program Directors, Program staff, teachers, students, families, volunteers, contractors, and community partners
•Work closely with the CEO, Administrative staff and Program staff to set and achieve meaningful program-wide and site goals

**Minimum Qualifications:**

•Bachelor’s degree or higher
•Minimum of two years’ experience working with youth
•Minimum of two years’ experience in a supervisory role
•Minimum of two years’ experience Teaching and Training
•Minimum of two years’ experience supervising staff
•Proven success designing and implementing staff development plan
•Must be at least 18 years of age or older
•Must pass a DOJ/FBI background check
•Must receive TB clearance
• Must possess a valid California Driver License
•Must provide proof of adequate auto insurance

Link To Apply:

<https://www.edjoin.org/Home/JobPosting/1124722>

**Full/Part Time:**

Full-Time