



BOYS & GIRLS CLUB
OF COLLIER COUNTY

Title:	Director of Teen Initiatives
Job Location:	Nichols Club, Naples OR Bolch Club, Immokalee (regular travel between Clubs required)
Salary Range:	\$65,000 - \$75,000 based on education and experience

Job Summary

Boys & Girls Club of Collier County (BGCCC) seeks a Director of Teen Initiatives to build a comprehensive and ambitious teen (grades 6-12) program, setting the vision, strategy, and development of teen programming in the areas of:

1. Academics
2. College, Career, and Workforce Readiness
3. Leadership & Service
4. Healthy Lifestyles

The Director of Teen Initiatives will serve on the organization's collaborative program leadership team with the ability to influence organizational strategy and culture.

This position requires regular attendance and travel between our Clubs in Naples and Immokalee. We are flexible with this position's main office being either in Naples or Immokalee, but travel to the other location regularly is required.

Key Responsibilities

- Envisions, designs, and coordinates Teen Programming for Organization in the areas of Academics, College & Career Readiness, Leadership & Service, and Healthy Lifestyles.
- Ensure accountability for quality program delivery and outcome measurement systems through oversight and support of Teen Coordinators in implementing programs effectively and measuring outcomes accurately.
- Responsible for direct supervision of full time Teen Coordinators (2- one coordinator in Immokalee and one coordinator in Naples) and indirect supervision of part time teen program staff and teen volunteers.
- Assists with training, monitoring and developing teen staff so that programs are well delivered. .
- Focused attention is on envisioning, designing, and coordinating workforce readiness learning experiences for 6-12 grade students that lead to a comprehensive college, career, and community readiness program that utilizes research-based strategies and activities to increase lifelong success.
- Analyzes and reviews teen center's membership levels and average daily attendance and develops and implements strategies to increase membership and attendance.
- Develop and foster business partnerships to increase opportunities for students to successfully advance to college/career paths upon graduation.
- Ensures a path for teens to receive a workforce certification and/or work-based learning experience.
- Effectively use reporting tools to monitor college access, data points, including students applying for 2-year and 4-year college, FAFSA completion, college acceptance, and college persistence and completion as it relates to success of programming offered.



BOYS & GIRLS CLUB
OF COLLIER COUNTY

-
- Collaborates with VP of Programs and related Program Staff to analyze and act on data, to ensure students are supported in meeting outcomes resulting in successful transition from high school to identified college/career path.
 - Collaborates with VP of Programs and related Program Staff to develop tools and systems for identifying student interest in college, and career areas (i.e., student surveys, interviews, etc.).
 - Collaborates with VP of Programs and related Program Staff to ensure alignment and coordination of teen programs with overall club activities and goals.
 - Works with Teen Coordinators and Club and Program Directors to ensure daily/monthly/quarterly teen center program schedule and plans implementation with teen staff. Assists with promoting and marketing programs to teen members via meetings, announcements, bulletin boards, flyers, posted schedules, etc.
 - Monitors teen program areas and provides constructive feedback to teen staff about program delivery and member guidance and discipline.
 - Represent the Teen Program and Boys & Girls Club of Collier County in the community ensuring that the interests of the youth are supported.
 - Collaborates with community partners to support teen initiatives.
 - Supports cross-functional initiatives across departments.

Experience & Qualifications

- Entrepreneurial mindset: forward thinking, creative, and innovative
- At least 5 years of experience managing or directing a program or initiative
- Knowledge of Collier County School District's career readiness efforts such as career and technical education, Academic and Career Planning, work-based learning, dual enrollment, etc.
- Knowledge of talent development efforts and challenges faced by Collier County businesses
- Strong leadership and communication skills
- Equity and student-focused mindset
- Analytical mindset with exceptional problem-solving abilities
- Project planning experience with ability to execute
- Strong organizational skills and attention to details
- Self-directed in daily work, independent decision-making
- Able to follow through and complete deliverables with multiple work-streams
- Able to form strong professional relationships with educators, employers, postsecondary education partners, workforce and economic development partners, and community organizations at both the state and local levels
- Experience working in either a K-12 education position related to career readiness and/or a position related to talent development

Additional Qualifications

As a person you are:

- Passionate and high-energy — you love building connections and bring versatile program development knowledge and skillsets.
- A highly organized and self-motivated leader — you have a track record of measurable successes and have built effective systems that advance individual and collective goals.
- A collaborative team player — you are eager to support your colleagues across all levels of the organization and offer your expertise and insights to achieve shared goals.



BOYS & GIRLS CLUB
OF COLLIER COUNTY

A mission and values driven individual— you believe in the power of community to transform the lives of children and are committed to creating inclusive and empowering spaces for all.

Education

Bachelor's degree required.

Compensation

\$65,000-\$75,000 commensurate with experience. Benefits include full health, dental, vision insurance; retirement plan with company match; vacation, personal, and holiday paid leave; annual bonus based on performance.

To Apply

Qualified interested candidates, please send resumes to the Human Resources Dept. at hr@bgccc.com.

Disclaimer

The information presented indicates the general nature and level of work expected of employees in this classification. It is not designed to contain, nor is it to be interpreted as, a comprehensive inventory of all duties, responsibilities, qualifications and objectives required of employees assigned to this job.

EOE/DFWP/SFWP