



Associate Director of Youth Development

HEAF is a 30-year-old education and youth development organization with a main site location in Harlem, Queens, and Brooklyn. We are poised for growth and innovation. We work with motivated students to develop their intellectual curiosity, academic ability, social values, and personal resiliency. Our core values: Achievement, Education, Innovation and Leadership --- embody our work culture. Our goal is to transform the communities we serve into places where college readiness and college graduation are the norms. Our Youth Development programming works with our continuum of students from middle school through high school and college, their families, and communities to provide social-emotional and youth leadership enrichment through after-school and Saturday programs.

Ready to join our team: You are a high energy leader who shares our passion for education and college success. Our ideal Associate Director has the ability to engage students, families, and the community partners and has high expectations for quality and a desire for continuous improvement in their practice. He/she is a life longer who shares our sense of urgency in helping youth attain academic achievement and personal growth. Candidates should have a background in curriculum development, knowledge of growth mindset and persistence, experience in staff management, and be data-driven/evidence-based decision making.

- Develop and enhance a cohesive multi-year curriculum that promotes social-emotional competence for students in middle school, high school, and college.
- Strong knowledge of conflict resolution, behavior management, classroom management and crisis management skills
- Conduct weekly individual and group counseling sessions with a referral program for long-term services
- Hire, train, supervise and support youth development coordinator and facilitators
- Provide weekly supervision to social work interns
- Organize retreats and parent workshops for middle school, high school, and college students and their families.
- Create and lead professional development workshops on youth development best practices.
- Maintain partnerships such as Columbia School of Social Work, Mt. Sinai Youth Adolescent Clinic and Student Success Network
- Prepare program budgets and administrative functions.



Job Qualifications:

Passion for education, urgency for creating opportunities for students, team-oriented, and the ability to laugh.

- Master's Degree in Psychology, Social Work (LMSW) or Human Services. SIFI mandatory.
- Minimum of 3 years' experience working with youth and program management.
- Working knowledge and familiarity with positive youth development and social and emotional learning.
- Ability to articulate a vision about preparing youth for the future—from a social, cultural, and personal perspective—to partners, funders, and the community.
- Strong analytic, group facilitation and curriculum development skills are required.
- Bi-lingual speaking and writing skills (helpful, but not mandatory)

How To Apply:

Resumes and cover letters with salary requirements can be sent directly to Jobs@heaf.org.

Please note *Associate Director of Youth Development* in the subject line. No phone calls please.