

Youth Empowerment Performance Project

Director of Programs Job Description



Job Title: Director of Programs

Range Stipend: 41K to 47K, negotiable depending on experience

Classification: Full-Time - 40 hours per week, In-person - No virtual

Benefits Compensation: Up to 9.4K, in-lieu of medical, dental, vision, PTO

Location Base: 3338 N. Broadway St.

Reporting To: Executive and Artistic Director

Mission

Youth Empowerment Performance Project (YEPP) seeks to provide a safe environment for lesbian, gay, bisexual, transgender and queer youth experiencing homelessness to explore their history, investigate new ways to address their struggles and celebrate their strengths through self development, leadership development and community development programming that incorporate art-expression forms.

YEPP uses harm reduction, social justice, transformative and restorative justice, trauma-informed, and education for liberation (theatre of the oppressed and popular education) frameworks to contain and guide the work. As part of the work, we provide resource advocacy around housing, employment, educational, legal and health services, transportation, food, among many others.

General Description

The Director of Programs oversees all of the logistical aspects of the programmatic efforts of YEPP as well as supervises programs facilitators, teaching artists, interns and/or volunteers supporting programming. The Director of Programs will also support artistic programming with YEPP members, as well as advocacy efforts that support the work of YEPP.

Primary Tasks and Responsibilities

Healing Performance Program - 30%

- Supervise and coordinate the Healing Performance Program: interviewing and hiring of program participants, hiring and supervising facilitator(s), curriculum development, support with programming facilitation as needed, mediating conflict, maintaining inventory of workshop materials, among other coordination tasks.

Leadership Program - 30%

- Supervise and coordinate Leadership Program: interviewing and hiring of program participants, hiring and supervising facilitator(s), curriculum development, support with programming facilitation as needed, mediating conflict, maintaining inventory of workshop materials, among other coordination tasks.

Community Arts Program - 30%

- Supervise and coordinate the Community Arts Program: hiring and supervising staff, interns and volunteers, oversee curriculum implementation, support participants as needed, maintain inventory of workshop materials.
- Support with Drop In Services direct service tasks such as but not limited to: laundry, showers, food, supervision of space for resting/sleeping, etc.

Other Duties - 10%

- Collaborate with designated team members in outreach and marketing efforts around artistic programming
- Participate in team meetings, retreats and training opportunities
- Support with budget planning and financial reports
- Perform other tasks as assigned

Required Skills/Qualifications

- Minimum of a bachelor's degree (or equivalent experience) in non-for profit management, expressive arts, gender studies, social work, or any related programs.
- Minimum of 2 to 3 years (or equivalent) experience supervising staff or volunteers
- Proficient in Microsoft Office computer applications: Word, Outlook and Excel
- Experience working with LGBTQI+ individuals
- Experience working with people experiencing homelessness or housing instability
- Experience with and commitment to trauma-informed and harm reduction models
- Commitment to transformative and restorative justice work
- Commitment to working in a diverse environment in regards to race, ethnicity, culture, sexual orientation and gender
- Artistic experience in the performing arts

Preferred Skills/Qualifications

- Master's degree in human services and/or an artistic field
- Bilingual (English/Spanish)
- Excellent verbal, writing, communication, and negotiation skills
- Ability to take initiative, be dependable, resourceful, pays attention to details while thriving in a fast-paced environment
- Ability to work on multiple projects effectively and efficiently independently and collaboratively
- Knowledge of criminal justice, public policy, and social justice issues around LGBTQI+ youth homelessness
- Experience with theatre of the oppressed and popular education.

Additional Requirements:

All staff are expected to consistently act within the values and frameworks central to YEPP, and in keeping with the mission of YEPP. Staff must have an overall commitment to serving the participants of YEPP, and to contributing to a positive, respectful and accepting environment at YEPP.

Next Steps:

We are keeping this job offer open until we hire the appropriate candidate. We invite applicants to submit their applications as soon as they can as we are reviewing applications as they come in and schedule interviews based on our application assessment.

Following the completion of this [Application Form](#), your application will be assessed. If your application gets selected, a staff member will reach out in order to schedule an interview. If you have any questions, don't hesitate to contact us at info@WeSayYEPP.com.

