

YOUTH ON RECORD DIRECTOR OF CREATIVE YOUTH DEVELOPMENT & SUCCESS

THE OPPORTUNITY

This leadership position is for you if you are passionate about Colorado's young creatives, and you want to put your skills to use to help advance education equity in the public schools, while also providing the support and leadership needed to help foster a Young Creative Ecosystem in Colorado. Youth on Record is the place for you if you thrive in a fast-paced environment that is equal parts structured and innovative.

The Creative Youth Development & Success Department, is focused on teaching practices, tools, pedagogy, and innovations that advance the freedom, creative expression, and artistic agency of young people ages 11 to 24 years old. The Director of CYDS maintains the relevance, excellence, and efficiency of all Youth on Record CYDS department programming, while supporting the organization's mission and vision by upholding its values, policies, and procedures.

This position is the primary point person for all CYDS Department programs, which serve 3,000+ teens annually, and is responsible for the program outcomes assigned to all CYDS staff, contracted partner artist musicians, guest artists, and student interns. This position creates and oversees the annual program plan, and crafts the short-term and long-term program vision for Youth on Record. This is not a teaching position, although some substitute teaching is required; further, this is not a direct-service position. While the Director of CYDS can expect to interact with students, musicians, and community partners daily, their role is not to implement the programs, but rather to manage and oversee program implementation. Further, this is an earned-income fundraising position, and is responsible for renewing and leveraging a minimum of \$300K in school and program contracts each year



✦ We're Hiring! ✦



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BENEFITS

- **STARTING SALARY \$70K**
- **FULL TIME EXEMPT**
- **FUNDRAISING POSITION: YES**
- **START DATE: FLEXIBLE**

- **Health Benefit:** YOR will pay \$350 per month towards the company's health insurance
- **Mental Wellness Stipend:** \$650 to use for mental wellness support, dispersed as needed
- **Paid Time Off:** 200 hours/per year. Leadership Team members accrue PTO at a rate of 8.3 hours per pay period (every two weeks)

SALARY

HEALTH, WELLNESS & GROWTH

FULL-TIME EXEMPT EMPLOYEE

BUSINESS & PROFESSIONAL DEVELOPMENT

- **Cell Phone:** YOR pays for your device and cell phone service
- **Professional Development:** \$850 provided for professional development - internal and external. These opportunities are often assigned by supervisor
- **Retirement:** YOR will match up to 3% of Gross Salary

ARTS & CULTURE

- **Studio:** Each employee has access to the recording studio for person use for 4 hours a month, use of YMS for two personal/private events per year
- **Tickets & Giveaways:** YOR will offer tickets to concerts and cultural events throughout the year



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BENEFITS



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QUALIFICATIONS

- 5-7 years of nonprofit program management or school leadership experience, preferably in the Creative Youth Development Sector or in public schools.
- Relevant, innovative, and proven teaching and classroom management practices, as well as a strong understanding of Denver Public Schools Common Core Standards as defined by the school district.
- Relevant, innovative, and proven Creative Youth Development practices and philosophies, as well as a strong understanding of the CYD landscape in the United States
- 5-7 years supervisory experience
- 3-5 years experience with budget management and oversight
- Strong understanding of how social identity, economic, and cultural factors intersect dynamically with/in Youth on Record programs, schools, students, colleagues, self and society at-large.
- A firm understanding of the changing community landscape in Denver, and how these changes impact Youth on Record's work

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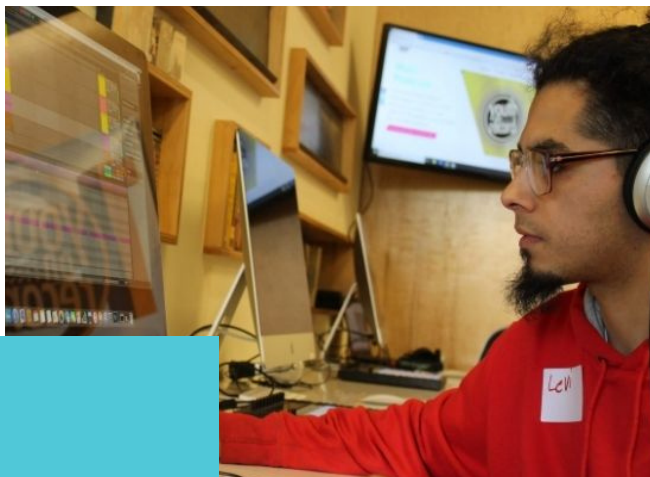


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QUALIFICATIONS

- Clear, direct communication style, and a strong understanding of one's personal communication style as it relates to the whole team.
- Strong relationship-building skills and a track-record of working with local community organizations and service providers.
- Self-starter, able to generate results and succeed in an environment with a small, highly motivated staff.
- An orientation towards problem-solving.
- Willingness to self-reflect and grow in response to new ideas, information, and constructive criticism. Willingness to approach colleagues with 'Nonviolent' communication strategies and with constructive criticism.
- Proficient in Microsoft Office products, dropbox, and google drive applications.
- Proficiency with Asana preferred
- Excellent writing skills.
- Goal and Growth Oriented
- An advanced degree in a related field will be considered

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APPLICATION MATERIALS

- Please submit your application materials including resume and cover letter to Melissa Olivas melissa@youthonrecord.org