



Position: Executive Director

Organization: After-School All-Stars Philadelphia

Location: Philadelphia, PA

Organization Background:

Founded in 1992, [After-School All-Stars](#) is a national non-profit organization which provides free, daily afterschool programs to nearly 72,000 children in need on nearly 400 school sites in 17 chapters across the U.S. Offering three hours of daily programs that combine Academic, Enrichment, and Health and Fitness activities, ASAS is responding to America's high school dropout, youth obesity, student empowerment and economic crises. ASAS Philadelphia was established in 2014, and is currently serving youth in three school sites.

A Unique Opportunity:

ASAS is currently seeking an exceptional and dynamic leader as the Executive Director (ED), reporting to the Regional Executive Director, Northeast (RED). The Executive Director's primary responsibilities will involve working closely with the Advisory Board and local staff as well as the ASAS national program and development teams to oversee quality afterschool programming throughout Philadelphia while developing and executing the ASAS Philadelphia fundraising plan. The Executive Director will also be responsible for building and maintaining strong relationships with key stakeholders, including: partner schools, board members, staff, government agencies, foundations and program partners.

Responsibilities:

Vision and Strategy

- Overall strategic planning and vision for the organization, in collaboration with the Regional Executive Director and Advisory Board.
- Oversee, develop, continually evaluate and grow quality afterschool programming at all partner schools.
- Serve as a representative of ASAS in key local meetings
- Work with the RED and Advisory Board to strategize, plan, and solicit major sponsors and donors.
- Lead the growth of the chapter into the Greater Philadelphia area, including Camden, NJ.

Organizational Management

- Provide ongoing overall management of ASAS Philadelphia staff, budget and office.
- Maintain relationships with school sites and partner CBOs who will host the ASAS program.
- Conduct appropriate evaluation to ensure feedback from stakeholders and program quality.

Development and Marketing

- Develop and implement a fundraising strategy to support the goals, objectives and activities of ASAS Philadelphia.
- Raise funds from corporations, foundations, individuals and government agencies.

- Oversee relationship with Pennsylvania Department of Education for 21st Century Community Learning Centers Grant.
- Plan and execute fundraising and community awareness events.
- Prepare and distribute, as appropriate, all needed materials for soliciting sponsors.
- Research and write grant applications or sponsorship proposals.
- Ensure that ASAS is in compliance with all local, state and federal grant reporting requirements and that all reports are completed and submitted on time.
- Implement social media and online communication strategy.
- Work with colleagues across the ASAS national network to share information, resources, and leads and collaborate on national efforts.
- Ensure that marketing and fund development are carried out in keeping with the organization's values, mission, vision and plans.
- Travel to off-site meetings, trainings, and events.
- Perform other duties as assigned.

Who should apply?

The Executive Director should embody ASAS's core values: accountable, collaborative, transparent, proactive, and entrepreneurial. Strong written and oral communication skills are essential. The Executive Director is expected to be experienced in the field of nonprofit fund development with demonstrated success in managing programs and cultivating individual donors, corporate sponsorships, and foundation grants. An understanding of the local non-profit, education landscape and a successful fundraising track record in Philadelphia is preferable. Familiarity with the 21st CCLC grant is preferred. An undergraduate degree is required.

Salary and Benefits:

The salary for this position is commensurate with qualifications and experience of the individual candidate. ASAS offers competitive benefits including, but not limited to health, dental, and vision.

How to apply:

Please submit a resume, cover letter, and three-year salary history in PDF format via e-mail to: asasjobs@afterschoolallstars.org. Please put "Executive Director, Philadelphia" and your last name in the subject heading.