

**\*\*\* JOB ANNOUNCEMENT \*\*\***

**Job Title:**

**Company Information:**

**General Responsibilities:**

**Minimum Requirements:**

**Additional Preferred Qualifications:**

**Compensation and Job Classification:**

**Deadline:**

**Submit Cover Letter & Resume to:**

**Greeley Programs Manager**

Partners is a nonprofit agency that empowers youth and community members to achieve their full potential through mentoring, prevention education, and strategic partnership.

The Greeley Programs Manager (GPM) is responsible for

* Overall program implementation in the Greeley community
* Creating and supporting matches between youth and adult volunteers
* Coordinating and facilitating prevention education groups for youth
* Maintaining effective working relationships with community partners, including school liaisons
* Planning and implementing youth and partnership activities
* Coordinating volunteer recruitment efforts and screening efforts
* Assisting in the support of Greeley Partners Ambassadors
* Supervising Program Coordinators and interns in the Greeley office.
* Supporting other organizational efforts to ensure achievement of the mission and strategic goals of the organization in regards to programming in the Greeley community

Bachelor’s degree in Social Work or other human services related field **or** equivalent experience, plus a minimum of 4 years of experience working with youth. Computer skills are essential including proficiency in Microsoft Office. Supervisory/management experience of volunteers and/or employees.

Self-starter, motivated, detail-oriented, organized, ability to communicate with and relate to a broad spectrum of the community, knowledge of services and programs in the Greeley community, and effective oral and written communications; bi-lingual English/Spanish strongly preferred.

Annual Salary: $41,000. This is a full-time, exempt position with benefits. Partners offers a competitive benefits package.

**September 6, 2021**

[**jobs@poweredbypartners.org**](mailto:jobs@poweredbypartners.org)

**- OR -**

**Partners**

**Attn: Human Resources**

**530 S. College Ave., Unit 1**

**Fort Collins, CO 80524**