



Community Outreach Program Coordinator

Description

Students Run Philly Style (SRPS) is a youth mentoring program that pairs young people in grades 6-12 with volunteer mentors to train together for long-distance races. SRPS' mentoring relationships, combined with goal-setting and achievement-oriented programming, result in youth graduating from the program with improved grades, a positive outlook on the future, improved goal-setting skills, increased connectedness to the community and reduced incidences of violence.

This position is grant-funded for a one-year pilot, July 2024 - June 2025. SRPS is committed to seeking additional funding beyond the grant period.

General Responsibilities

The Community Outreach Program Coordinator will implement and report on a SRPS pilot to support teams in neighborhoods experiencing high levels of community violence. The Community Outreach Coordinator will work collaboratively with the SRPS Program Team, volunteer mentors, and other partners (Drexel University's Center for Nonviolence and Social Justice, Temple University Sport Industry Research Center, and others) to ensure the integrity of the program.

Program Implementation

Community Outreach Pilot

- Establish and support new SRPS team sites.
 - Support recruitment and onboarding of volunteer mentors.
 - Assist teams with student runner recruitment and family engagement.
 - Support site based mentors with student intake and enrollment, sports physicals, gear distribution throughout the season, and race registration.
 - Support teams with database and roster management.
- Conduct weekly team site visits to build relationships with new team sites; participate in team practices alongside mentors and student runners.
- Liaise with Drexel University's Center for Nonviolence and Social Justice to coordinate the implementation of [CYPHER](#) sessions at new team sites.
- Document promising practices and work with the Program Team to assist in program planning and implementation, problem-solve, and ensure successful project performance.
- Coordinate referrals for participant youth for other services, as needed.
- Develop and implement family engagement initiatives at new team sites.
- Ensure integrity of program in all program activities.
- Provide timely and courteous correspondence for all interested students, families and volunteers.

SRPS Programs

- Assist SRPS Program Manager with event preparation, staffing, and implementation.
- Assist SRPS Program Manager with gear distribution and inventory.
- Perform other duties in support of SRPS programming as assigned.

Program Evaluation:

- Work with Temple University to ensure evaluation data collection and analysis is completed in a timely and accurate manner.

- Share evaluation and enrollment data with the Program Team.

Status:

- Full-Time, Exempt
- Includes weekend events and afternoon practices (comp time accrued); at least one weekend per month during program seasons
- Hybrid (in-person evening/afternoon practices and 2 in-office days per week; remote work up to 3 days per week)
- *Reports to:* Director of Programs

Experience

- 1-2 years in youth development, social work, education or related field preferred

Salary

- \$50,000 annual salary, plus benefits

Benefits

- Healthcare, dental, and vision insurance
- 15 days of PTO and 11 paid holidays in Year 1
- Retirement plan with employer match
- Wellness & cell phone reimbursements

Desired Qualifications

- Passion and belief in youth development and strengths-based programming
- Experience with youth development, education, and mentoring knowledge
- Ability to manage multiple projects and meet deadlines in a fast-paced environment
- Ability to build and sustain relationships with students, staff, and external partners
- Spanish proficiency preferred but not required
- Experience in long distance running a plus but not required
- Background in youth development, social work or related field preferred
- Transportation: Must have own vehicle, current driver's license, and valid car insurance. Must be able to obtain a driving history record check.

Students Run Philly Style's staff is a team of dedicated and passionate individuals. We believe in and encourage a diverse range of perspectives and lived experiences that greatly contribute to the strength of our program and the depth of our impact. Students Run Philly Style is an equal opportunity employer and hires without consideration of race, religion, creed, color, national origin, age, gender, sexual orientation, marital status, veteran status, or disability.

To Apply:

[Please click here to apply](#) and submit a resume and cover letter. Email srps@studentsrunphilly.org with any questions.

Applications accepted on a rolling basis until June 24. Steps in the interview process include:

- 30 minute interview with hiring manager
- 60 minute interview with staff
- 90 interview with team

We hope to extend an offer to a candidate by mid July.