

	Dallas Afterschool Dallas Afterschool, a 501(c)(3) nonprofit formed in 2007 works to level the playing field for children of all races and economic backgrounds by informing community stakeholders, supporting afterschool and summer programs and their staff members, and coordinating community resources. We envision a community with the resources and the will to provide impactful learning beyond the school day for all children.		
Job Title:	Partnership Coach	Reports to:	VP of Programs
Employment Status:	Full-Time	Manages Others:	No
Job Description			
<p>The Partnership Coach has the primary responsibility for growing quality in afterschool sites by providing on-site consultation and technical assistance (training, coaching, modeling and problem-solving) for a portfolio of sites in our Program Quality Initiative (PQI).</p> <p>Key Responsibilities:</p> <ul style="list-style-type: none"> • Provide on-site consultation and technical assistance to afterschool and summer programs participating in Program Quality Initiative • Jointly develop a program improvement plan with partners based on reports provided by Dallas Afterschool assessors and maintain documentation of the programs progress • Support partner program staff in the implementation of skills and strategies acquired through trainings • Collaborate with other Partnership Coaches to assist programs in achieving goals specified in program improvement plans • Represent Dallas Afterschool and the Program Quality Initiative to stakeholders and interested parties, as necessary • Maintain a professional, positive empathetic and professional manner when engaging with internal and external stakeholders • Other duties as assigned 			
Requirements			
<p>Education &/or Experience:</p> <ul style="list-style-type: none"> • Bachelor's degree and 2+ years of experience as supervisor of afterschool/summer programs OR associate degree and 5+ years afterschool/summer programs staff experience or HS diploma with 10+ years of experience in afterschool/summer programs • Strong knowledge of Microsoft Office products, especially PowerPoint <p>Knowledge & Skills:</p> <ul style="list-style-type: none"> • Strong interpersonal and communication skills and the ability to relate effectively to diverse groups of people from all social and economic segments of the community • Track record of building authentic, constructive relationships with others • Command of best practices in out-of-school time programming across different contexts • Excellent communication skills, both verbal and written • Quickly establishes rapport and trust within a professional environment • Knowledge of the key principles and differences of teaching children versus adults, a plus • Strong project management skills, analytical skills, creativity, and resourcefulness • Fluency in Spanish a plus 			

Personal Characteristics:

- Knowledge of best practices in out-of-school time programming across different contexts
- Love for learning and self-development
- Energetic team player who works well in collaborative situations
- Works independently with minimal supervision
- Ability to manage multiple timelines and meet project deadlines
- Respect for all levels of an organization
- Demonstrates flexibility within a changing environment

Application Process

- You must submit both a resume and a cover letter to jobs@dallasafterschool.org to be considered
- Please put Partnership Coach in the subject line
- Resumes and cover letters will be reviewed on a rolling basis until the position is filled
- Please do not contact staff directly regarding your application status

Dallas Afterschool Strategic Plan Initiatives:

- Amplify – Provide professional development for educators
- Inform – Serve as the trusted source for data and insight
- Mobilize – Build partnerships to expand access to quality programs

Dallas Afterschool is an equal opportunity employer. We are committed to a work environment that supports, inspires, and respects all individuals and in which personnel processes are merit-based and applied without discrimination based on race, color, religion, sex, sexual orientation, gender identity, marital status, age, disability, national or ethnic origin, military service status, citizenship, or other protected characteristic.