



Associate Director



Background

The Los Angeles Opportunity Youth Collaborative (OYC), a cross-sector, multi-agency initiative to improve education and employment outcomes for transition-age foster and crossover probation youth (TAY), is seeking a driven, strategic and well-organized **Associate Director** to help lead the work of the OYC.

Led by the Alliance for Children's Rights, and based on a collective impact community collaboration strategy, the OYC is part of a national effort. In Los Angeles, the OYC brings together schools, workforce providers, child welfare agencies, employers and philanthropy to improve policies, leverage resources and build pathways and support for TAY ages 16-24.

About the Alliance for Children's Rights

The Alliance for Children's Rights is a private nonprofit 501(c)(3) organization dedicated to protecting impoverished, neglected and abused children and youth throughout Los Angeles County by securing the services and support they need to thrive. Since its inception in 1992, its legal and social work professionals, together with hundreds of pro bono attorneys and community volunteers, have been working to expedite foster care adoptions, secure access to healthcare, obtain vital educational services, and help TAY achieve self-sufficiency. The Alliance also works statewide to reform and improve child welfare practices and to remove the many barriers foster children face.

The Alliance for Children's Rights is one of 21 organizations across the country to receive an "Opportunity Youth Incentive Fund" grant from the Aspen Institute. This exciting initiative – the OYC – is working collaboratively to create system change and to improve outcomes for 1,200 foster youth in Los Angeles, beginning in South and East Los Angeles, over the next three years.

Position Overview and Responsibilities

To support the leadership of this important work, the Alliance seeks an energetic and innovative Associate Director who will report to the Director of the OYC. The candidate must have extensive experience developing and overseeing programs with multiple players; developing and executing plans; setting and adhering to timelines; juggling multiple priorities; building a solid infrastructure and processes; and communicating with and guiding internal and external teams.

The OYC Associate Director will be well-organized, responsible, flexible, a team player and possess excellent attention to detail and communication skills—a task master who makes sure the job gets done, but can also adjust in a new and growing program in which priorities develop and change over time. He/she will be a "nuts and bolts" person who is also a strategic worker, a creative thinker and problem-solver, and has been successful in overseeing projects through to completion. The OYC is comprised of a wide variety of partners from disparate organizations, agencies and fields. The OYC Associate Director must be able to work well with diverse partners and personalities, each with their own organizational priorities. The OYC Associate Director must be passionate and sensitive to the vulnerable population served by the partners in this initiative.

The following include responsibilities for which the OYC Associate Director will be primarily responsible:

- Develop and manage a centralized "Hub" that includes a database and repository designed to (1) track information for 1,200 youth, and serve as a feeder for an evaluation component to

be developed with an outside data partner and (2) troubleshoot a continuum of services among partners.

- Oversee Hub coordination and logistics.
- Coordinate the alignment of intake and data collection with key OYC partners and Navigators.
- Work on site with OYC partners to put processes in place and facilitate coordination and implementation of OYC pathways and Navigator agreements.
- Oversee the participation of Navigators as it pertains to the Hub management.
- Work with key OYC partners to develop an employment pathway specific for TAY that delivers and supports work-ready youth in the grocery industry and support coordination of additional, new employment pathways.
- Work with OYC partners to connect foster youth with existing employment and education pathways and opportunities in LA.
- Work with OYC partners to engage new employers in the collaborative.
- Support the OYC Communications team in developing strategy, messaging and the OYC website.
- Support the OYC team in identifying partner resources and updating an asset mapping resource directory.
- Provide technical assistance to OYC partners to facilitate successful OYC collaborative events and activities.
- Represent OYC and engage with outside organizations and collaborative initiatives and partners to link youth to stabilizing services, including housing, mental health and legal services.

Qualifications

This multi-agency collaboration takes tremendous coordination, attention to detail, communication and follow-through. The ideal candidate will possess demonstrated abilities in these areas, be meticulous, analytical, enjoy process and data, and be results-driven. Candidates with experience running programs in workforce development, social enterprise, post-secondary education and vocational programs, and/or in working with and collecting information for vulnerable youth populations, particularly foster youth, will be favorably considered.

Reporting to the Director of OYC, the successful Associate Director candidate must be able to demonstrate:

- At least 5-7 years of relevant work experience, including at least 3 years overseeing a project involving data-tracking in a fast-paced and high-growth nonprofit, social enterprise, or start-up environment.
- Experience in workforce development and post-secondary education is desired.
- Experience working with foster youth is desirable.
- Strategy and planning skills, including an ability to think strategically on both organizational and systemic levels over multi-year horizons.
- Experience with complex project management, setting and driving timelines and deliverables, and building consensus in a fast-paced environment.
- Strong data acumen and an ability to oversee and analyze complex shared-measurement systems, data collection and tracking systems.
- A track record of leading, developing and managing a complex project.
- Strong writing skills and the capacity to support partners and grant writers in developing pitches and proposals.
- Strong work ethic.
- Excellent communication skills.
- Flexibility and a willingness to “roll up your sleeves” and extend beyond formal responsibilities based on the needs of the work.

Start Date

Well-qualified candidates are encouraged to apply right away, as the position will be filled as soon as the ideal candidate is identified.

Application Instructions

Nominations or applications (with current resume, letter of interest and salary history) should be sent confidentially, electronically to j.parrilla@kids-alliance.org

For more information about the Alliance and OYC, visit our website at kids-alliance.org/oyc.

The Alliance for Children's Rights believes that all persons are entitled to equal employment opportunities and does not discriminate against its employees or applicants because of race, color, religion, sex, pregnancy, national origin, ancestry, age, marital status, sexual orientation, disability, or medical condition.