



S.A.F.E. Afterschool Program Coordinator

THE ORGANIZATION

The Edge is a 501c3, non-profit "Business As Ministry" of Destiny Church of the Christian & Missionary Alliance. We operate a 54,000 square foot facility that offers programs in sports and the arts, as well as partnering with organizations ranging from recreational groups to professional teams for rental space and events. The facility also serves as the home of Destiny Church for our worship services and ministry activities. Destiny Church and The Edge are located in Twinsburg, Ohio, between the cities of Cleveland and Akron.

Our mission is to give every man, woman and child in our region repeated opportunities to see, hear and respond to the gospel of Jesus Christ. Our vision is to help youth cultivate their character and contribute to the world. Our strategy is to intersect culture by redeeming secular space. We do this using the platforms of sports and the arts, in the context of community development.

THE OPPORTUNITY

This is a great opportunity if you possess a passion for community development, especially as it relates to youth development, people empowerment and serving the poor. You will work with a committed and competent team of people with the shared ambition of making a difference in the world. This role collaborates with a broad range of community partners such as schools, sports organizations, government agencies, para-church organizations, churches and more. Your professional and personal network will grow immensely. You will receive mentoring and support from an array of coworkers, working and retired professionals, and contracted consultants, along with holistic leadership development. You will be stretched, affirmed and given room to spread your wings and try new things...we love the entrepreneurial spirit!

THE POSITION

We are seeking a S.A.F.E. Afterschool Program Coordinator who is highly motivated in building connections with prospective families, local schools, community partners and volunteers. The role requires an understanding of our commitment to biblical values, service, missional engagement and student development to continue our mission of helping youth cultivate their character and contribute to the world. The Coordinator will

demonstrate strong project management abilities, strong written and verbal skills, a willingness to learn, and a positive attitude to work in collaboration across all departments. Reports to the Program Director.

Specifically, this position is to coordinate our program to serve under-resourced children and their families living in our community. Essentially, we are forming “Our Village” — a network of people, relationships, activities and programs — to provide a S.A.F.E. environment for the “least of these” in our community. S.A.F.E. stands for Sports, Advocacy, Faith and Education.

Summary of Responsibilities:

Leadership:

- Oversee the day-to-day operations of “S.A.F.E.” after school, weekend and summer programming. This programming is in development to reach a struggling and forgotten corner of our community. The primary target is an 125-unit public housing development called Pinewood Gardens, located in Twinsburg.
- Ensure proper staffing for tutoring and monitoring students.
- Lead, manage, and hold staff accountable.
- Engage with parents to maintain buy-in for the program and be the lead advocate for multi-faceted support for participants.

Programming:

- Develop, assess, and evaluate programming focusing on sports, advocacy, faith and education (math and reading primarily).
- Develop programming and activities to help students with reading and math on the 2nd and 3rd grade level.
- Coordinate snacks for each day of programming.
- Coordinate transportation with Parkside Church for students to and from the program.

Administration:

- Oversee the budget for the programming.
- Keep records related to attendance, parent communication, and transportation.
- Oversee any paid tutors and their hours. Report payroll to the General Manager as per the pay cycle.
- Engage in ongoing evaluation of the program, curriculum, staff, and progress of participants.
- Participate in fundraising efforts, such as grant writing and seeking sponsorships.

THE REQUIREMENTS

- A demonstrated passion for youth development and empowerment and/or social justice.
- Sports-related and/or education-related certification(s) a plus.
- Ability to organize and manage multiple projects.
- Demonstrated problem-solving ability.
- Excellent interpersonal and communication skills.
- A strong attention to details.
- Experience with Microsoft Office Suite, along with Google Drive, a plus.
- Bachelor's degree preferred.
- Able to work evenings and weekends.
- Applicants will be subject to background checks and possible drug testing.
- Called to serve in this role in fulfilling the mission, vision and strategy of Destiny Church and its related entities - The Edge Sports & Arts Academy and Destiny Holdings, LLC.
- In agreement with the doctrine, mission, vision, values and strategy of Destiny Church and The Edge Sports & Arts Academy.

THE ENVIRONMENT

The work environment is energetic, active and friendly. It is an office setting and sports facility with some meetings and errands outside of the building. It may be necessary for the resident to use his/her personal automobile to attend meetings outside of the office/facility or complete errands. Interruptions do occur, including visits from youth patrons, parents/guardians, staff and volunteers. The office has filtered air.

THE COMPENSATION

- Pay and benefits will be discussed during the interview process.
- Part-time/Exempt.

THE ETC.

- Applicants will be subjected to background checks.
- Please send resume with salary requirements.