



POSITION ANNOUNCEMENT: MANAGING DIRECTOR OF PROGRAM

MyPath Overview

MyPath's vision is that every youth and young adult in this country has the chance to make their first paycheck not just about income, but lasting economic security. We build strong foundations for upward economic mobility by connecting working youth growing up in low-income communities with opportunities to bank and build savings, credit, and financial confidence. MyPath began as a youth banking and financial education initiative at a San Francisco Mission District credit union. Over the past 10 years, MyPath has grown to partner nationally with credit unions, municipalities, and youth employment programs in 13 locations, providing technical assistance, youth-driven financial capability resources, and a robust technology platform which enables 6,500 youth and young adults every year to bank, save, and build their credit and financial confidence. To date, youth have collectively saved over 2.5 million dollars under MyPath's Savings Model.

Our National Youth Banking Standards have been highlighted by the NCUA, the FDIC, the Consumer Financial Protection Bureau, and Aspen Institute; our tested models, results and best practices have been published by the Federal Reserve Bank of San Francisco, the Journal of Consumer Affairs and the Consumer Financial Protection Bureau. To learn more about MyPath, visit us at MyPathUS.org.

Position Overview

We are looking for a seasoned and energetic operations and scaling leader versed in financial capability to partner with the Founding Executive Director to help MyPath in its next phase of growth. This is an opportunity to join a fast-paced environment and use your experience with scaling youth or financial technology programs. As the Managing Director of Program, you will make an assessment of our current systems and needs and then roll up your sleeves to make improvements that establish/enhance processes, policies and systems to enable us to smoothly expand our partnerships, technology platform, internal systems, and outcomes.

The MyPath team is a vibrant, small but mighty staff with talent, passion, and tested tools to support our partners in the field. Over the past five years, MyPath grew from a single site, local initiative to thirteen locations nationally, upgraded from paper to a technology platform, and extended an idea for youth banking, savings, and credit-building into to a rigorously tested model that has driven policy change and helped shape a new field. The next five years are about building our internal leadership bench, sustaining our growth, and continuing to drive the youth financial capability field. Our funders in financial services and social equity foundations and our youth workforce partners have demonstrated a strong appetite for expansion of our models. The Managing Director of Program will play a key role in sustaining and deepening our capacity to scale our models nationally.

Responsibilities

- Join the Executive team and Board in developing short and long range strategic plans with an eye toward operational capacity
- Participate in the leadership team and fund development team, bringing cross-sector program needs and solutions to both teams
- In concert with the Director of Design and Executive Director, identify potential pathways to scale as well as support accompanying resource acquisition
- Manage all program grants and contracts, including deliverables vetting, proposal support (as needed), workplan management, budget creation and management, reporting systems and interfacing with funders as needed
- Oversee the development of contracts/scopes of work for special projects, including pilot projects or projects being completed by outside vendors (technology development, information systems, materials layout, etc.), and support the development of systems and processes needed for execution of projects
- Ensure legal agreements are in place with partners and work with Senior Manager of Technical Assistance to identify improvements to take to legal team
- Supervise, support and develop program operations team, including the Director of Design and Director of Youth Engagement, and three Technical Assistance team members
- Ensure collaboration, communication and lesson sharing across MyPath's three program areas, Design, Youth Engagement and Technical Assistance, elevating lessons to be shared externally with the field and/or lessons to be explored further via research and evaluation
- Liaison with national partners, including field stakeholders with scale delivery channels, as well as delivery partners. Present at national, regional, and local conferences, as needed.
- Develop strategy for long term sustainable growth and broader adoption of models via local and national partnerships
- Engage with Technical Assistance and Design Teams to assess and develop improvement of internal systems and technology tools and platforms to support strategic plan

Qualifications

- 10 years in a leadership, management and/or operations role in a growing nonprofit with budget and supervision responsibilities
- Bachelors degree, Master's degree preferred
- Experience in youth development, youth workforce, youth financial capability, and/or college access
- Experience supporting, developing and growing a talented and motivated team of self-starters
- Demonstrated success leading sustainable growth and/or scaling a model or best practices nationally
- Demonstrated ability to lead in a collaborative way
- Experience designing technology platforms to manage information and data, such as Salesforce or other CRM solution
- Demonstrated ability to assess and improve operating systems
- Experience designing programs, models, and best practices
- Entrepreneurial, humble and have a sense of humor and fun

- Ability to work well with people at all levels in the organization required

How to Apply:

Submit a resume with a cover letter describing your interest and relevant experience to Carolyn Hodge, Roccam Recruiting: carolyn@roccamrecruiting.com 415-637-6372.

Equal Opportunity

MyPath is an equal opportunity employer, and we actively work to build a team that reflects the diversity of the communities and young people we serve. People of color, women, and LGBTQ candidates are strongly encouraged to apply.