



Director, NC Center for Afterschool Programs

[The Public School Forum of North Carolina](#) is seeking a dynamic, passionate, and capable leader as the Director of the North Carolina Center for Afterschool Programs (NC CAP). This individual will lead NC CAP and report directly to the President and Executive Director.

Background

How students spend time outside of school is a determining factor for success in school and life. Quality afterschool, expanded learning and out of school opportunities help to improve learning and provide engaging experiences outside of the classroom.

Established in 2002, NC CAP is a comprehensive statewide afterschool and expanded learning network, with key partners including afterschool providers, state agencies, state and local policymakers, law enforcement, universities and community colleges, businesses, and the philanthropic community, working together to increase access to high quality afterschool and expanded learning programs for all children and youth in North Carolina, especially for those at-risk of education failure.

Research shows that high quality afterschool and expanded learning programs improve academic performance, school-day attendance, nurture youth development, decrease juvenile crime and hinder other high-risk behaviors, while meeting the needs of working families. Learn more about NC CAP's initiatives at <https://ncafterschool.org/>

NC CAP is part of a 50-State Afterschool Network focused on improving education and out of school time opportunities for children and youth. The goals of each of the State Afterschool Networks are:

1. **Policy and Partnerships:** Create a sustainable structure of statewide, regional and local partnerships, particularly school-community partnerships, focused on supporting policy development at all levels.
2. **Sustainability:** Support the development and growth of statewide policies that will secure the resources that are needed to sustain new and existing school-based/school-linked afterschool programs.
3. **Quality:** Support statewide systems and partnerships to ensure programs are of high quality.

NC CAP's current priorities are:

- Connect afterschool programs across NC with each other and provide info, best practices, funding opportunities, and professional development/technical assistance (highlighted by our annual SYNERGY conference) to help strengthen and grow afterschool programs in the state.

- Provide parents/students/public with access and information about afterschool and out of school time opportunities across NC through an online searchable database.
- Advocate for policies at the local, state and federal level that recognize the importance of afterschool/out of school time learning.
- Infuse STEM learning into afterschool programs to both demystify and ignite passion in all students around STEM and utilize the afterschool space to reach those students traditionally underrepresented in STEM fields – particularly girls and students of color.

Primary Responsibilities

- Serve as the Afterschool Network lead for North Carolina; provide strategic thought and leadership, in conjunction with NC CAP Advisory Board, partners and stakeholders, to develop, coordinate and drive NC CAP priorities and initiatives.
- Maintain an understanding of the current and future policy issues and best practices related to afterschool learning in North Carolina and nationally. This will include examining existing policies, research and stakeholder needs to identify the issues and trends in which NC CAP should engage. Work to connect the needs, concerns and issues of schools, the afterschool field and communities to advocate for the development of new policy initiatives.
- Serve on the Forum's leadership team; work collaboratively across Forum teams and with Forum leadership to help guide strategic goals of the organization and advance equity work throughout all policy, advocacy and programmatic efforts.
- Supervise a small team and provide updates to the Forum's board of directors and advisory board.
- Ensure sustainability of NC CAP initiatives through fundraising. Work with the Forum leadership and advisory board to build and sustain relationships with public and private funders, secure contributing partners, and participate in and/or lead grant writing, development, and implementation of activities.
- Lead regional convenings, professional development, and NC CAP's annual conference, SYNERGY, the only statewide conference that brings together providers of out of school time programs, along with education and community stakeholders.
- Serve as primary liaison to the NC CAP Advisory Board, including engaging the board in the work of NC CAP and actively engaging with the advisory board on nominating advisory board members and other leadership functions.
- Develop and sustain meaningful and collaborative relationships with NC CAP partners and stakeholders, including students, parents, community based organizations, local education agencies, policy makers, legislators, and researchers.
- Oversee ongoing communication among NC CAP partners and stakeholders and ensure broad distribution of best practices, policy and advocacy information.
- Increase NC CAP's public visibility and represent the organization in the community.
- Work with key stakeholders nationally, including other statewide afterschool network leads and state affiliates. Serve as the point person for the Afterschool Alliance and National Afterschool Association to support national policy and out of school time field efforts.

Qualifications

- Bachelor's degree required; master's degree preferred with an emphasis in K-12 education and/or policy. Ideal candidate is a proven leader with at least 10 years of experience.
- Experience with and commitment to afterschool, out of school time, and informal learning with a focus on equity and access.
- Demonstrable evidence of addressing equity in education through policy and/or practice and a deep understanding of, commitment to, and ability to speak boldly on dismantling systemic inequities and racism in education.
- Excellent organizational skills; self-starter; exceptional attention to detail.
- Experience managing budgets, writing and securing grants, sponsorships and other fundraising efforts.
- Strong relationship building and leadership skills; ability to relate to, work collaboratively and effectively with diverse groups and individuals.
- Experience with convening diverse stakeholders, understanding their needs and prioritizing initiatives.
- Strong communication, presentation and facilitation skills; ability to communicate complex ideas to diverse audiences; ability to create clear and engaging presentations and deliver them effectively.
- Experience managing and supporting diverse teams so that individuals and the team can thrive.
- Flexible and resourceful in a fast-paced environment.

Preferred Qualifications

- Deep experience leading in a mission-driven organization.
- Familiarity with afterschool licensed programs in North Carolina.

Compensation

This is a full-time position, and the starting salary range is \$80,000 - \$90,000, depending on education and experience. The Public School Forum offers the following benefits: a generous 401K retirement plan, personal leave policy, term life insurance, and employer-sponsored group health insurance with access to dental, vision, and short and long-term disability plans. The Public School Forum of NC is a 35-year-old nonprofit organization and not a state employer.

Position is located in the Triangle area of North Carolina. Flexible work arrangement is available. Occasional travel required. Background check required for employment.

How to Apply

Interested candidates should submit a cover letter and resume to the hiring team at jobs@ncforum.org. Please include "NC CAP Director" in the subject line. Application deadline is September 26, 2022. You may direct any questions regarding this position to Gretchen Bruce at gbruce@ncforum.org.

Equal Opportunity Employer

It is the policy of the Public School Forum of NC to provide equal employment opportunity (EEO) to all persons regardless of age, color, national origin, citizenship status, physical or mental disability, race, religion, creed, gender, sex, sexual orientation, gender identity and/or expression, genetic information, marital status, status with regard to public assistance, veteran status, or any other characteristic protected by federal, state, or local law.