



Position

Outreach Director, First Tee – Greater Akron

Organization

First Tee – Greater Akron has been creating experiences that build character to empower kids through a lifetime of new challenges and continuous personal growth. By seamlessly integrating the game of golf with a life skills curriculum, First Tee – Greater Akron creates active learning experiences that build inner strength, self-confidence and resilience that kids can carry to everything they do. These character education programs are offered at 3 golf courses, 54 schools, and the City of Akron community centers.

Position Summary

The Outreach Director (OD) manages and oversees all efforts related to outreach programs (School Program, Community Program, Chapter Led), as well as building relationships with community leaders and organizations that may or may not currently be chapter stakeholders. The primary purpose of these outreach programs is to introduce First Tee and the game of golf to young people in a way that will inspire interest and lead to continued participation. Inspired by a genuine passion for empowering and helping youth succeed in life, s/he will work diligently to promote and expand the efforts of the organization. This individual will work closely with the Executive Director to create and carry out plans for penetrating and saturating all parts of the chapter's service area. The OD will spend a significant amount of time out in the community collaborating with schools, teachers, civic leaders, and other youth serving organizations. This individual will work hand-in-hand with the Program Director to ensure outreach and Life Skills Experience programs are mutually supporting one another for the overall health and growth of the chapter.

Other primary roles will include: creating transition opportunities for participants from outreach to Life Skills Experience programs, and actively seeking out a diverse group of volunteers from all segments of the chapter's service area.

The Outreach Director will be a highly visible member of the community, representing First Tee – Greater Akron throughout the service area. S/he will embody the First Tee's strong commitment to its youth and will promote the organization throughout the community.

The Outreach Director reports to the Executive Director (ED).

Key Criteria for success of the role include:

- Partnering effectively with staff to build on the success of the program to continually innovate and improve outcomes for youth
- Expand and scale First Tee's programming in additional high priority, at risk neighborhoods

Responsibilities

Outreach:

- Create, implement and grow outreach programming (School Program, Community Program and Chapter Led)
- Work with school districts, community partner organizations and other youth serving organizations to assist in coordinating registration, schedules, transportation, transition opportunities, submission of youth served and lesson plans for clinics, trainings, and outreach programs
- Create and implement supplemental outreach programs
- Develop transition opportunities for all outreach programming
- Satisfy equipment needs for the outreach programs
- Assist in the development/selection of training aids and materials

Management/ Administration:

- Work with Program Director to assist in developing, implementing, and updating program policies and procedures
- Assist in developing and adhering to the outreach program & operating budget
- Report outreach program metrics, operations data, and pertinent program data to the Program Director and Executive Director as well as track data in Chapter's Salesforce records
- Attend and complete necessary First Tee trainings as directed by Executive Director

Volunteers & Coaches:

- Assist Program Director to ensure sufficient adult mentors/volunteers are available for First Tee School Program, Community Program and other outreach events
- Assist Program Director in implementation of Chapter Risk Management Policies and Procedures including ensuring compliance with First Tee's Safe Sport Policy
- Work with community partners and school districts to recruit and train program staff to assist with and lead classes

Community/Network Outreach:

- Assist in events and fundraising as needed and directed by the Executive Director
- Develop and maintain partnerships with schools, community partners and other youth serving organizations
- Communicate with and submit documentation as required to First Tee Headquarters through the Program Director and Executive Director
- Network with staff at other chapters and exchange best practice ideas

Other duties as assigned by the Executive Director.

Qualifications

- Commitment and passion for the mission and purpose of First Tee – Greater Akron
- Bachelor's or Associates Degree – preferably in the area of sport management, professional golf management, education, coaching, recreation or related field
- Preferred: PGA or LPGA teaching professional
- Preferred: prior outreach experience
- Exceptional communication, interpersonal relations and organizational skills
- Charismatic, personable, and motivational in working with youth and volunteers
- Ability to travel to meet with partner organizations, schools, trainings, chapter and Network events as required and manage a flexible work schedule
- Working knowledge of the game of golf with the ability to coach
- Exceptional time management skills and ability to multi-task
- Must pass background check
- Valid driver's license

To Apply

Please submit a cover letter detailing your experience related to the Responsibilities & Qualifications, along with your resume to Executive Director, Jeff O'Brien, at jobrien@firstteeakron.org.

Closing date for this position is Monday, March 14. First Tee – Greater Akron has the right to accelerate or extend the closing date of this position at any time.

Salary Range & Job Type

The Outreach Director is a full-time salaried position.

Compensation will be commensurate with experience.

Flexible work schedule with great work/life balance.

Paid time off.

Ability to teach lessons outside of work hours.

No health or retirement benefits at this time.