



## **REACH Fellowship Program Director**

**About Us:** Wilderness Youth Project (WYP), founded in 1999, nurtures smarter, healthier and happier children who feel a sustained connection to nature and are peaceful, self-aware community members. REACH, which stands for Resilience, Education, Adventure, Community and Health, is an initiative of Wilderness Youth Project designed to support students in the transition from high school to college. From the summer before a student's senior year of high school through the student's first year of post-secondary education, REACH provides real-world skill-building, guidance, and experiences in the areas of post-secondary education, outdoor expeditions, health & wellness, community involvement, financial literacy, and personal development. Students are primarily first generation to attend college and low-income. For more information, please visit [www.REACHFellowship.org](http://www.REACHFellowship.org)

### **General Job Responsibilities:**

The REACH Program Director is responsible for planning and implementing REACH programming, maintaining communication with students, and supporting the general program operations. Supervising a small team, the RD designs and carries out programming goals, and supports and tracks REACH students throughout their program tenure. The RD is based at Kiva Cowork on Chapala in Santa Barbara, and should expect to work evenings, weekends and occasional overnight trips, with flexible time off at other times.

### **Specific Duties:**

- Implementation and oversight of REACH Fellowship programs, and management of logistical, programmatic, and staffing needs for REACH programming.
- Oversee all high level components of risk management for programs and events. Lead designated trips and programs for youth, acting as a mentor and guide to students on their path to their post-secondary experience.
- Maintain a strong understanding of opportunities and connections for students in the local communities. Establish programs/events to take advantage of opportunities as they develop.
- Act as decision-maker on matters related to REACH after seeking and considering all pertinent information offered by REACH team, WYP's Executive Director, consultants, the Advisory Board or other relevant parties.
- Supervise and guide REACH team members in carrying out their individual roles and assignments. Monitor and review each team member's progress and performance, as it relates to their assigned tasks, and their relationships with

individuals both within the REACH team, WYP, and in the Santa Barbara County community.

- Facilitate communications between REACH team members, WYP staff, and constituents within Santa Barbara County and beyond.
- Establish and maintain active and positive working relationships with key partners including community members, local and national nonprofit organizations, key school district contacts, and other individuals and groups to help ensure that efforts are not duplicated and that all interested parties feel valued and included to the greatest extent practicable.
- Prepare and manage the annual REACH budget.
- Establish REACH Initiative evaluation and student database setup and management.
- Set and maintain the quality and safety processes and standards for all REACH programs.
- Other duties as assigned.

**Minimum Qualifications:**

- Experience with youth development programming and design.
- Experience instructing service learning and educational programs
- Bachelor's degree
- 5+ years relevant work experience
- 2+ years of managing at least 1 employee
- High energy, positive attitude, ability and willingness to work long hours and multiple days in succession
- CA Drivers license and a satisfactory driving record
- Ability to lift 30lbs
- Proven success connecting and working with high school and college age students
- Excellent written and verbal communication skills
- Ability to use MS Word/Excel, Microsoft 360, Google Drive, Social Media platforms, and general internet search techniques
- Flexible and adaptable to the changing demands of conducting youth programming, as well as working in a fast paced office environment
- Ability to work as a part of a team to accomplish common goals



**Highly Desirable Qualifications:**

- Bilingual (speaking, writing, reading) English/Spanish
- Graduate level work an advantage
- Experiential education and outdoor programming and trip planning experience is an advantage
- Experience driving large passenger vehicles, holds a Commercial Drivers License (CDL) Passenger Endorsement, or ability to get one in the first six months of employment (training provided by WYP).

**Compensation & Benefits**

Full time, exempt/salary position: \$58,240-\$65,000 DOE; including a generous benefits package

WYP offers a benefits package for this position including:

- Paid vacation and sick time
- \$400/\$450 a month wellness stipend (over age 40 receives \$450)
- Free WYP programs for staff children
- Generous staff training opportunities
- 403b retirement plan (no employer match)
- A commitment to work-life balance and fun, self-driven working environment

**Application Process:**

Applicants should first carefully review the minimum and desired qualifications and the REACH Fellowship website. After that, please submit the following: 1) Cover letter that addresses the alignment of your experience and interests with the position as outlined above and the REACH mission, 2) Resume, 3) a list of 3-5 references. Submit applications via e-mail in the pdf file format to Samantha Alvarez at [ReachPD@wyp.org](mailto:ReachPD@wyp.org). Initial correspondence via e-mail is preferred. We will begin reviewing applications in mid-October and will continue reviewing applications until the position is filled. We will inform you of timelines and next steps within 2 weeks of receiving your application.

WYP is committed to granting [equal employment opportunities](#) to all qualified persons. Affirmative action considerations will be used in the selection process.

