



## **Job Title: Program Manager**

Beat the Streets Cleveland (BTS Cleveland), established in 2016, is a sport-based youth development and mentoring organization whose mission is to positively alter life's trajectory for K-12 student-athletes in the City of Cleveland by giving them access to youth development, mentoring, and wrestling. BTS Cleveland works with an average of 700 male and female student-athletes annually in the greater Cleveland area aged 5 -18.

Programs include the In-Season Competition Team, Freestyle/Greco Club, Overnight Summer Camp, Youth Day Camp, Wrestling Clinic Series, Camping Trip, and the BTS Cleveland partnered program with Say Yes Cleveland and the Cleveland Metropolitan School District that offers co-ed programming year around within various schools and more.

**Summary:** Reporting to and in partnership with the Executive Director, the Program Manager will play a critical role in designing and overseeing programs that are outcome and impact-driven. This person will oversee all aspects of BTS Cleveland programs, including the

### **Key Responsibilities:**

- Lead and supervise all BTS Cleveland programs
- Incorporate social-emotional learning into all program activities
- Manage all data collection and evaluation processes
- Manage registration and reporting system, and run reports
- Oversee annual program budgets
- Supervise direct reports including Head Boys and Girls coaches, BTS Cleveland Interns, and AmeriCorps Vista Program Coordinators and Associates.
- Visit, evaluate, and assist all wrestling program sites
- Regularly attend training and competition events provided by BTS Cleveland
- Assist in event planning for competitions, camps, clinics, and enrichment sessions
- Assist in all program recruiting efforts
- Commuting throughout Cleveland and on occasion, traveling to competitions outside of the city and state.
- Ability to work evenings and weekends

### **Minimum Qualifications:**

- Nonprofit management experience (minimum three years in a leadership role with supervisory experience)
- Bachelor's degree or equivalent experience

- Excellent verbal and written communication skills
- Highly organized with an attention to detail
- Strong supervisory skills
- Must be able to flex schedule and work evenings and weekends
- Various certifications including CPR, First-Aid, Concussion Certified, Safe Sport (can complete upon being hired)

**Desired Qualifications:**

- Familiarity with wrestling
- Experience working with diverse youth ages 5-18
- Familiarity with Cleveland public schools

**Benefits:**

- Paid Holidays
- Paid time off
- Retirement Plan

**Salary/Hourly Requirements:** Negotiable/40-50 hours per week

If you are interested in applying for this opportunity, please send your resume and cover letter to Demetrius Williams at [dwilliams@btscl.org](mailto:dwilliams@btscl.org). Please include your preferred salary.