



Cincinnati Youth Collaborative

Chief Operating Officer

Position Title: Chief Operating Officer

Background/Position Summary: CYC is focused on helping students graduate from high school with a pathway towards enlistment, further education or meaningful employment. The Chief Operating Officer provides executive leadership for the organization and oversees all programs for CYC including but not limited to Jobs for Cincinnati Graduates, Gear Up, Mentoring, Resource Coordination, Workforce Programming. The position provides strategic programmatic leadership and direction and ensures high quality experiences that meet or exceed the goals and outcomes. As a dynamic leader, the Chief Operating Officer develops close relationships with current partners and seeks to build new strategic programs and partnerships. The Chief Operating Officer supports the program staff and volunteers to deliver innovative, high-quality cost-effective programs.

Reports to: President & CEO

Specific Duties:

- Provide executive leadership for CYC as a member of the Executive team with the CEO, CFO, Chief Advancement Officer, and Director of HR and Risk Management to help meet annual strategic and operating goals.
- Provide leadership and support for the program leaders including hiring, developing, evaluating, and coaching.
- Ensure an effective collaborative cross functional program team. Identify synergistic opportunities amongst programs to best serve the youth and young adults through all the programs.
- Ensures that CYC provides high quality effective programs that meet or exceed established goals and outcomes. Employ performance measures for program assessment.
- Develops strong relationships with partners including school leadership, community partners and businesses.
- Responsible for creating and managing the annual program budget and financials.
- Pursue programmatic opportunities connected to the mission that diversify CYC funding. Lead the efforts to integrate new program offerings into CYC by developing processes, procedures, staffing model to support new initiatives.
- Work closely with the Chief Advancement Officer to ensure the Advancement team pursues funding connected to programs and program priorities, provide streamlined processes to provide follow up reports and information needed for the funders.
- Oversees the metrics for the programs and collaborates with the development team to gather data and information needed for grant requests and reports.

- Coordinates with the marketing team to ensure CYC shares the stories and impact happening in the programs and to develop coordinated communication efforts across the schools and partners.
- Maintain a pulse on the needs of the youth and young adults and identify service gaps. Design effective, viable services and solutions to meet the service gaps.

Knowledge, Skills & Experience:

- BA/BS Degree required.
- 5+ years of leadership experience.
- Strong experience in delivery of services in the field of youth development or education.

Benefits:

The current Cincinnati Youth Collaborative (CYC) benefits package includes:

- Retirement Plan for Employee Savings (matching)
- Health, Vision & Dental Insurance
- Disability Insurance Coverage
- Paid Holidays & PTO
- Term Life Insurance
- Flexible Spending Account and/or Health Savings Account

Starting Salary Range

\$75 - \$82,500K per year