



Position Description – Neighborhood Manager – South Scottsdale Promise Neighborhood

MentorKids USA is a Christian based organization that equips and empowers youth to be transformative leaders in their lives, their families, and their communities.

Over the last 15 years we have created and sustained roughly 1000 one-to-one mentoring relationships. Moving forward, we are building upon the strong foundation of one-to-one mentoring to create systemic change through our concept of Promise Neighborhoods. Promise Neighborhoods bring together youth, families, mentors, volunteers, churches, local businesses, and other partners in strategically identified communities with the purpose of creating long-term, holistic solutions to the challenges facing our youth.

The South Scottsdale Promise Neighborhood Manager is responsible for building collaborative strategic relationships with community stakeholders and providing general leadership of the South Scottsdale Promise Neighborhood (SSPN). In addition, the candidate must value teamwork, have excellent communication and presentation skills, possess the ability to develop and cultivate strategic relationships as well as manage multiple projects at a time and desire to work within a faith-based environment.

This is an opportunity to be a part of a dynamic team in a growing nonprofit organization where you will experience a high level of satisfaction as you utilize your unique strengths and abilities to accomplish the important mission of MentorKids USA. As a **full-time position**, a benefits package and competitive compensation are provided.

The Neighborhood Manager will report directly to the Director of Operations to accomplish agreed upon strategic organizational objectives.

RESPONSIBILITIES AND DUTIES:

- Develop and implement a SSPN strategic plan, with the Director of Operations, to insure the achievement of the mission of MKUSA
- Oversee general activities of the assigned staff consistent with the values and standards of MKUSA
- Assist in the development of appropriate grants and other funding sources specific to the SSPN
- Evaluate current relationships and cultivate new ones with Churches, local agencies, corporations, and other pertinent organizations to provide resources for program initiatives
- Attend community meetings, events, fairs, conferences, and more under the direction of the Director of Operations, to further engage the mission of MKUSA
- With the Director of Operations meet the budgetary goals established for the SSPN

QUALIFICATIONS:

- Bachelor's degree (or equivalent) required, preferably in a related social service field
- Must be an effective communicator, have past project development and management experience with proven accomplishments
- Must have an Arizona driver's license and be able to pass a background and drug screening
- Demonstrate a vibrant and growing Christian faith
- Bilingual in Spanish and English required

Interested candidates please submit a cover letter and resume to Jeff McGee at jmcgee@mentorkidsusa.org