

NEIGHBORHOOD DEGREE 5TH-8TH GRADE DIRECTOR

We are seeking an energetic leader with infectious enthusiasm and a passion for 5th-8th grade students! The 5th-8th Grade Director at Neighborhood Degree will play a pivotal role in creating ongoing relationships with students from Houston School and following them to middle school at Green Acres. We are looking for an entrepreneurial leader who can develop new programs, inspire volunteers, and passionately serve in an ethnically and economically diverse community.

➤ Responsibilities:

* Build Authentic Relationships

- **Inspire** and **cultivate relationships** with 5-8th grade students from various economic and ethnic backgrounds
- Develop strong **partnerships** with school staff at Houston Elementary and Green Acres Middle School

* Program Creation & Expansion

- **Oversee** and **expand** our programs at Houston School including (but not limited to): “Lunch Buddies” mentoring, Leadership Club and special events.
- **Create** a new club at Green Acres to maintain our connection to students through middle school and connect them to our college/career pathway.

* Volunteer Recruitment & Inspiration

- **Rally**, inspire, train and organize volunteers to facilitate high quality programs

➤ Qualifications:

- Charismatic and engaging upfront leader
- Excellent builder of authentic relationships with diverse groups of students and volunteers.
- Demonstrate a keen ability to think strategically and devise innovative solutions to complex challenges.
- Entrepreneurial spirit: Willing to embrace risks, explore new ideas, and persist in the face of adversity.
- Desire to inspire volunteers, build teams, and adept at conflict resolution.
- Humble and teachable: Eager to learn and collaborate within a startup culture, fostering a supportive environment within the team and wider community.



Position

- 25 hours/week
- \$20-\$30/hour DOE
- Retirement Option

Requirements

- Infectious Enthusiasm
- Passion for 5th-8th Grade students
- Passion for the Houston School Community

Preferences

- Experience working, living or volunteering in ethnically or economically diverse communities

To apply, please submit attached Questionnaire and resume to
Stephanie@neighborhooddegree.org

APPLICATION QUESTIONNAIRE 5TH-8TH GRADE DIRECTOR

Please answer the questions below (1-2 paragraph response for each) and attach it with your resume in an email to Stephanie@neighborhooddegree.org

1. Program Creation

Currently, we have mentoring programs at Houston School and a college preparation program for High School Juniors and Seniors. We would like to stay relationally connected to students from kindergarten thru College. We have a gap between 7th-10th grade. **What program(s) would you create for 7th-8th graders to maintain relationships and lay the foundation for future college/career aspiration?**

2. Volunteer Recruitment

Describe a time when you have gathered people around an opportunity or project. **How** did you gather people? What did you **enjoy** about the process?

3. Engage Students

This position will require the individual to work with students in 5th-8th grades. What **strengths** do you have that would help you connect with these students?

4. Cross-Cultural Experience

Describe your experience living/working/volunteering in ethnically or economically diverse communities. What **appeals** to you about working in the Houston School community?

5. Program Management & Organization

This position will require the individual to organize multiple programs and volunteer teams simultaneously. **Describe** a time when you had to organize multiple activities/programs and the **tools/methods** you used to help you.

6. Of the 6 “Working Genius” types, what are your top 2 Geniuses?

You can find the assessment on the Working Genius website:

www.workinggenius.com