



## **CHIEF PROGRAM OFFICER**

### **ABOUT BREAKTHROUGH CENTRAL TEXAS**

Founded in 2002, Breakthrough is a postsecondary access and completion nonprofit with the mission of supporting students to become first-generation college graduates. We start our partnership with students and their families early, in sixth grade, and make a 12-year commitment to helping the student realize their goals of a postsecondary degree. By combining out-of-school learning experiences, advising, and a long-term commitment, we help students overcome barriers to success in the secondary and higher education system. We are student-centric, believing firmly in the potential of all students. We are committed for the long run, helping our students navigate the transition from middle school to high school to postsecondary institutions with a comprehensive and individualized approach to supporting their path to academic success. Breakthrough's programs and services are effective and based in the evidence of research and in the lived experience of our students. Currently, Breakthrough Central Texas annually admits 280 middle school students from Austin ISD, Manor ISD, and Del Valle ISD. By summer 2019, the organization will serve close to 2,000 students from 6<sup>th</sup> grade through age 24.

Breakthrough Central Texas is proud of the many, diverse students who work hard in school and participate in Breakthrough. Credit for their success goes first and foremost to the students and the family members who support them every day. While Breakthrough participants are consistently outperforming their peers in on-time high school graduation, postsecondary enrollment, and postsecondary degree and certificate attainment, the organization recognizes that more needs to be done to improve its programs and services. By 2025, Breakthrough will be serving approximately 3,000 students in Central Texas and it is investing in improving the organization's effectiveness and efficiency while expanding its impact.

### **WHY WORK AT BREAKTHROUGH CENTRAL TEXAS?**

By working for Breakthrough Central Texas, you will help hundreds of students achieve their dreams of success and receive the high-quality education they deserve. Breakthrough is an organization committed to its students and recognizes that our greatest resource to support them is our dedicated and talented staff. If you believe all young people deserve the opportunity to achieve postsecondary success and you desire to work at an organization committed to its employees and building the strongest team culture anywhere, then join us!

### **ABOUT THE CHIEF PROGRAM OFFICER ROLE**

The Chief Program Officer (CPO) is responsible for the quality of planning, execution, and impact of Breakthrough's out-of-school programs, as well as the overall health of the program team and its work with students. The CPO works alongside the program leadership team, consisting of the Chief Student Support Officer and the Chief Program Strategy Officer, to manage a growing team of approximately 40 year-round staff and 180 summer-time, seasonal staff. The CPO collaborates with the other members of the program leadership team to build a positive staff culture, manage critical partnerships, determine the team's goals and objectives, and oversee the talent pipeline of the program team. To achieve the above, Breakthrough's Chief Program Officer:

- Co-leads a team of year-round and seasonal staff to deliver high-quality programs and services
- Supervises, supports, professionally develops, and evaluates program staff members in their roles as advisors and out-of-school program leaders
- Fosters the healthy culture of the program team and invests in the individuals who make up that team
- Works with the program leadership team to plan for program growth, innovation, and improvement
- Drives student success to further Breakthrough's mission of supporting students on their path to becoming first-generation college graduates
- Along with the program leadership team and the Executive Director, reports to the Board of Trustees on the impact, success, and challenges of the program

- Serves as an active member of the organizational leadership team, critical to that team's ability to plan and execute across the organization
- Designs and provides timely reports regarding program outputs and outcomes
- Evaluates program efforts and make continuous program improvements to achieve outcomes
- Develops relationships with secondary schools, school districts, colleges, universities, and other partner agencies
- Develops and maintains relationships with a diverse group of middle school students, high school students, and high school graduates, as well as many of their family members
- Co-leads the organization-wide practices on professional development for year-round and seasonal staff

## **ABOUT YOU**

Breakthrough Central Texas seeks a talented, experienced, and enthusiastic leader to design, manage, and deliver program activities with a lens to equity and inclusion and with alignment to best practices in the field of education, youth development, and college readiness and persistence. We seek someone with a strong commitment to the mission of and values of the organization. Because of the large size of the organization and the complicated, fast-pace of the work, the ideal candidate will have:

- Extensive experience as an educational and/or nonprofit leader and is well trained in the best practices in teaching, learning, leadership, and postsecondary access and success
- An ability to drive innovation to improve programs and services offered to students and families
- Strong experience in performance management in educational institutions, with an ability to set and monitor an organization's progress toward ambitious targets
- An ability to develop and improve systems for greater efficiency and effectiveness
- An ability to supervise and evaluate the work of others
- A commitment to growth mindset, to believe that people can develop the skills, knowledge, and abilities to achieve their aspirations
- A commitment to social and racial equity and to deepening understanding of power and privilege
- An ability to work with and motivate a diverse group of people
- A strong competency in and a commitment to leading diversity, equity, and inclusion work
- An ability to advocate effectively while maintaining positive and trusting working relationships
- A comfort with ambiguity as solutions to the complicated challenges encountered in the work are still emerging
- An ability to be highly organized, to prioritize effectively, and deliver commitments in a timely manner
- Excellent verbal, written and visual communication skills
- A strong desire to learn and grow, with a humility to their own competencies, identity, and positionality
- A disciplined, strong work ethic and comfort with working non-standard hours (some weekends and evenings)
- A commitment to and comfort in communicating with individuals who speak a language other than English, in particular Spanish

## **COMPENSATION & BENEFITS**

- Competitive annual salary, depending on qualifications and experience
- Health, dental and vision insurance, Breakthrough pays 100% of employee premiums
- Optional, matching 401K retirement plan available

## **TO APPLY**

Please submit resume, a cover letter describing your interest and qualifications for the position, salary requirements, and a list of three references via email to [openings@breakthroughctx.org](mailto:openings@breakthroughctx.org). Breakthrough Central Texas is committed to a policy of equal treatment and opportunity in every aspect of its relations with its applicants, staff members, and families, without regard to race, color, ethnicity, religion, gender identity/expression, sexual orientation, national origin, disability, age, military status, pregnancy, or parenthood. Applications accepted through May 31, 2019.

*Breakthrough Central Texas is an equal opportunity employer and an organization that values diversity. People from all backgrounds are strongly encouraged to apply.*