



Join Our Team: Kentucky Out-of-School Alliance (KYOSA) Director

Kentucky Out-of-School Alliance (KYOSA) Director

KYOSA is seeking a full-time Director. This role is employed and supported through KYOSA's fiscal sponsor, [Partners For Change](#), and is funded by a grant from the C.S. Mott Foundation. KYOSA works to expand the growth, development, and accessibility of quality out-of-school (OST) programs across Kentucky, and Partners for Change works side by side with school districts to enhance out-of-school time, mentoring, and family engagement programs —bringing added capacity, expertise, and resources.

The successful candidate will be a strategic thinker who can cultivate statewide partnerships, identify emerging opportunities, and position KYOSA for long-term growth. This includes strengthening relationships with schools and childcare providers, community organizations, policymakers, funders, and statewide coalitions to expand the reach, visibility, and impact of Kentucky's out-of-school time ecosystem. The Director will proactively pursue opportunities for collaboration, align statewide efforts, and deepen KYOSA's role as a trusted convener and leader in the OST space.

The successful candidate will exhibit evidence of the following qualities:

- *Results oriented* – a results-focused orientation with a proven track record of exceeding goals.
- *Agile learner* – ability to think strategically, foresee opportunities and challenges, and adapt as needed. The successful candidate will be a strategic thinker who can cultivate statewide partnerships, identify emerging opportunities, and position KYOSA for long-term growth. This includes strengthening relationships with schools, community organizations, policymakers, funders, and statewide coalitions to expand the reach, visibility, and impact of Kentucky's out-of-school time ecosystem. The Director will proactively pursue opportunities for collaboration, align statewide efforts, and deepen KYOSA's role as a trusted convener and leader in the OST space.
- *Strong communicator* – excellent written and oral communications skills.
- *Detail oriented* – exceptional capacity to manage details, organize, and keep things moving forward.
- *Action oriented* – enjoys working hard, tackling challenges, and is not afraid to take ownership of a situation.
- *Relationship Builder* - can engage with a variety of partners, providers, agencies and stakeholders to advance the work of KYOSA.

About Kentucky Out-of-School Alliance (KYOSA)

The **Kentucky Out-of-School Alliance (KYOSA)** is part of the Mott Foundation's 50 State Afterschool Network, working to increase access to high-quality learning and OST opportunities across Kentucky. KYOSA collaborates with partners statewide to develop, lead, coordinate, and

implement initiatives aimed at improving outcomes for children, youth, and families through school-linked afterschool, summer, and expanded learning programs.

KYOSA's work focuses on:

- **Partnership Development:** Building and sustaining local, regional, and statewide partnerships that support advocacy and policy development.
- **Policy:** Advancing statewide policies and securing resources that sustain afterschool, summer, and expanded learning programs.
- **Program Quality:** Supporting systems that ensure high-quality programming grounded in positive youth development and strong outcomes.

Position Overview

Status: Full time

Compensation: \$65,000 - \$75,000

Benefits:

- Comprehensive Benefit Plan that includes Medical, Dental, Vision, Basic Life & AD&D, Short Term and Long-Term Disability and additional Voluntary Options for Employees.
- Paid time off, 9 paid holidays and an extended paid holiday office closure between the Christmas and New Year holiday.

Key Responsibilities

- **Strategy Development**
 - Collaboratively develop KYOSA's strategic plan and implement shared systems to track projects and deliverables. Provide regular progress updates and insights to Partners For Change and KYOSA Strategic Leadership Teams.
- **Administration & Finance**
 - Work in close alignment with Partners For Change to monitor budgets, ensure financial decisions support organizational strategic goals, and uphold internal and grant compliance, while regularly reporting progress and insights to the KYOSA Strategic Leadership Team.
 - Coordinate with appropriate Partners For Change and KYOSA Strategic Leadership Team members to ensure all Mott Foundation processes and procedures are followed for all aspects of the initiative.
 - Monitor and analyze multiple budgets and grants; review and approve requisitions and requested budget revisions, ensuring best practices and compliance.
- **Partnership Development**
 - Identify opportunities to expand KYOSA's statewide presence, influence, and partnership base in alignment with emerging needs, funding opportunities, and state priorities.
 - Build and strengthen strategic partnerships with education leaders, government agencies, workforce development, higher education, philanthropy, youth-serving organizations, and other sectors connected to education, child, youth, and family well-being.
 - Work with key stakeholders nationally, including the 50 State Afterschool Networks and other national OST organizations and leaders to advance KYOSA's initiatives.

- **Policy & Advocacy**
 - Increase KYOSA's visibility and strategic influence by cultivating ongoing relationships with policymakers, state education leaders, and partner coalitions to advance policies that support long-term OST system growth.
 - Serve as the state point organization for the support of national policy efforts.
 - Build and maintain ongoing relationships with the state legislature and administration. Increase the network's visibility, and represent the network as needed on advisory committees.
 - Work to connect the needs, concerns and issues of schools, the afterschool field and communities to the development of new policy initiatives.
 - Oversee the organization of grassroots support for legislation and other policy initiatives.
 - Monitor statewide trends, policy shifts, and opportunities to position KYOSA as a thought leader and proactively adapt strategies for network growth.
- **Projects & Initiatives**
 - Coordinate, organize, and prepare for convenings, meetings, and events for diverse audiences to support the network's priorities and initiatives, including collaborating on a statewide annual afterschool conference.
 - Oversee ongoing communication within the statewide network and ensure broad distribution of best practices, and policy and advocacy information.
 - Lead and oversee the advancement of KYOSA's key initiatives, ensuring alignment with and support of the organization's strategic plan.
- **Resource Development & Sustainability**
 - Support KYOSA's strategic growth by identifying, cultivating, and stewarding relationships with new and existing funders.
 - Build a diversified funding base that ensures long-term sustainability and positions KYOSA for future expansion of initiatives.
 - Assist with identifying and soliciting public and private funding to support KYOSA, including the development of proposals and budgets for grant opportunities.
 - Increase KYOSA's sustainability by building relationships with public and private funders, developing fundraising strategies, and securing diverse funding to support KYOSA's initiatives.
 - Monitor awarded grants for compliance and outcomes.
 - Prepare and submit grant reports on behalf of the partnership.
- **Marketing & Communications**
 - Develop and implement strategies and approaches to facilitate communication to keep network partners apprised of and engaged with progress, opportunities, and resources.
 - Increase the network's visibility and represent the network as needed.

Qualifications and Skills

KYOSA is seeking candidates who meet or exceed the following qualifications:

- Bachelor's degree required, preferably in child and youth development, education, communications, public policy, public administration, social work, or related fields.
- Several years of experience in policy development, afterschool programming, education, and/or coalition building (preferred).
- Experience with grant and budget management.
- Strong project management skills and the ability to prioritize multiple tasks.
- Knowledge of local, state, and national afterschool and summer learning systems.

- Ability to build consensus and collaborate with diverse stakeholders to advance shared goals.
- Excellent communication skills, including active listening, clear writing, and effective public speaking.
- Confidence in delivering public presentations to varied audiences.
- Ability to travel.

Application Process

Applicants may apply by submitting a letter of interest and a current resume via email to hr@kyoutofschoolalliance.org, listing "KYOSA Director" in the subject line. Applications will be reviewed on a rolling basis until a successful candidate is selected. The successful candidate must pass a background check.

Kentucky Out-of-School Alliance is fiscally sponsored by Partners for Change, and all employees are Partners for Change employees. Partners for Change is dedicated to equal employment opportunities in any term, condition, or privilege of employment. Partners for Change prohibits unlawful discrimination against applicants or employees based on race, color, national origin, ancestry, creed, religion, sex, age 40 and over, disability, genetic information, veteran status, sexual orientation, marital status, gender expression or any other characteristic protected by state or local law. This policy applies to all employees.