



National **Benevolent** Association of the Christian Church (Disciples of Christ)

CALLED TOGETHER | CALLED TO CARE

JOB DESCRIPTION

Young Adult Leadership Development (YALD) Program Director

Title: Young Adult Leadership Development (YALD) Program Director
Start Date: February 15, 2025
Hours: Full time
Reporting: Vice President of Organizational and Leadership Development

POSITION SUMMARY:

The Young Adult Leadership Development (YALD) program area has a unique and strategic focus within the organizational and leadership development work of NBA in co-creating spaces for young adults ages 18-30 that will: (1) cultivate healthy and wholistic identity formation, (2) identify and affirm leadership potential, (3) explore leadership opportunities that transform the landscape of church & communities through health and social service and justice, and (4) build capacity and life skills for leadership in service and justice related fields. This work also includes proactively connecting the work of the Community Engagement, Social Entrepreneurship, Mental Health and Wellness, and Grants program areas.

The Director of Young Adult Leadership Development for the National Benevolent Association of the Christian Church (Disciples of Christ) is primarily responsible for designing, operationalizing, and evaluating programs that support leadership development among young adults and, when appropriate, is integrative across any/all NBA program areas. The Director provides leadership in developing a clear strategic vision for this ongoing program area in line with NBA's mission, vision, and values. The Director is distinguished in building collaborative partnerships, with strong team orientation, a high tolerance for ambiguity, the ability to adapt quickly to change, and effectively works with persons from diverse cultural, social, and ethnic backgrounds. This position is part of the Organizational and Leadership Development Program Team of the NBA and reports directly to the Vice President of Organizational and Leadership Development, and the director serves as part of the Program Leads team.

The scope of work includes leading and working in a way that promotes NBA's core values including the values of belonging, diversity, equity, and inclusion.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Overall Staff Responsibilities:

- As part of the Program Leads Team, share responsibility for developing, implementing, and evaluating NBA's programs, specifically ensuring an integration of the Young Adult Leadership Development program area goals and priorities across all program areas. The Program Leads Team works proactively to connect with one another ensuring mission consistency, support for relevant shared work and cross-fertilization within the whole of NBA.
- Participate fully in the program team and full staff of the NBA.
- In coordination with the program team, participate in regional and whole-church gatherings.
- Participate in appropriate committees/task forces within NBA, as well as the Christian Church (Disciples of Christ).
- Coordinate with appropriate staff to consistently provide material to be used in the communication and marketing venues NBA employs to communicate its mission.
- Be a faithful steward of the NBA assets.
- Perform additional duties as assigned.

YALD Responsibilities:

- *Strategy and Vision* - Imagine, implement, and evaluate the scope and strategy of the NBA Young Adult Leadership Development program area
 - Coordinate, implement and assess new program area strategy
 - Work with Program Leads team to ensure young adult access to and integration within all program areas, as appropriate
 - Develop and manage appropriate databases of young adults and those who work with/alongside young adults
 - Constitute and work with a young adult leadership Advisory Team (volunteer) for advice and counsel in the implementation of young adult leadership development program initiatives
 - Shepherd relationships with denominational and ecumenical counterparts to build collaborative partnerships
- *Leadership Experiences* – Develop, coordinate, and manage Leadership Experiences programming
 - Coordinate and manage the launch and ongoing implementation of the Black Women's Leadership Experience (BWLE)
 - Assess need, design, and propose opportunities for other affinity group leadership experiences
 - Coordinate with the Marketing department in sourcing stories, blogs, updates, etc.
- *Peer Learning & Wellness Groups* – Coordination and administrative support alongside the NBA Community Engagement program area, specifically the NBA Peer Learning & Wellness Group (PLWG) team
 - Recruitment and administrative support for young adult peer groups
 - Serve as convener (as appropriate) or support young adult peer group conveners in clarifying the purpose and makeup of the group, and revisiting and refining outcomes

- In partnership with PLWG team, support the leadership development process of young adult facilitators of peer groups
- Support PLWG team and Marketing department in sourcing stories, blogs, updates, etc.
- *Special Grants* – In coordination with the NBA Operations and Grants Management Coordinator, provide program design and support for grants programs for young adults
 - Imagine, implement, and evaluate the YALD grants program
 - Coordinate all marketing and promotions alongside NBA Marketing Team
 - Support Grants Coordinator and Marketing department in sourcing stories, blogs, updates, etc.
- *Education* – Design and plan educational opportunities for young adults related to:
 - Vocational discernment in health and social service
 - Leadership development and capacity building
 - Justice trainings, advocacy and organizing initiatives
 - Mental health and wellness
 - Other areas, as needed
- *Event Support* – Conceive, organize, and provide leadership for gatherings, events, etc. for young adults and young adult influencers
- *Program Alumni Relations Connections and Support* – Maintain ongoing relationships and connections with program participants, young adult influencers, and program leaders/supporters, past and present
 - Develop and manage a database of young adults who have participated in NBA programs, both specific to YALD, as well as other program areas
 - Create periodic touchpoints with alumni to maintain connection to NBA and extend invitations for other opportunities for engagement
 - Assess/evaluate the impact and ongoing outcomes of NBA programs on alumni
 - Develop and manage a database of program leaders/supporters who have participated in NBA programs, both specific to YALD, as well as other program areas, and database of young adult influencers
 - Collaborate with the NBA Development Team to integrate young adults, and their supporters, into NBA development efforts.

General Church, Ecumenical, and Professional Area Responsibilities:

- Identify, design, and evaluate robust and relevant strategies for supporting leadership development with/for young adults across the life of the Christian Church (Disciples of Christ), to include NBA programs, in partnership with NBA staff
- Proactively cultivate strategic partnerships within the Christian Church (Disciples of Christ), among ecumenical partners and in the non-profit sector, where appropriate, whose specific expertise and or advocacy efforts related to leadership development among young adults enhances the vision and work of the NBA YALD program area. These partnerships should in some way expand the capacity of NBA to achieve its goals in this area
- Maintain up-to-date awareness of the broader leadership development and young adult landscapes to build on programmatic strengths and meet programmatic challenges

- Establish and deepen collaborative partnerships that strengthen the work and capacity of NBA programs overall. Identify opportunities for NBA to partner with congregations, regions, other general ministries, Disciples-related health, and social service ministries, as well as ecumenical partners to fulfill NBA's mission.

REQUIRED SKILLS AND ABILITIES

- Demonstrated success developing and evaluating program models that have impact, and selecting and successfully operationalizing innovative programs
- Strength in leading, developing, and retaining individuals and teams, empowering them to elevate their levels of responsibility and performance
- Self-directed and goal-oriented, as informed by organizational needs and mission; able to prioritize and multi-task meeting deadlines and a demonstrated resourcefulness in setting priorities.
- Strong organizational skills and exceptional attention to detail with the ability to work independently without close oversight, take initiative, and contribute ideas for enhancing performance
- Strong interpersonal skills, excellent written and verbal communication skills, and the ability to build new relationships easily and represent the NBA to a variety of stakeholders in a respectful and credible way
- An optimistic outlook and the humor, integrity, and patience necessary to work within a transformative environment
- Knowledge of and commitment to the mission, values and goals of NBA and knowledge and understanding of the Christian Church (Disciples of Christ) denomination, and the covenantal relationship with NBA
- Proficient with technology and web-based platforms
- The ability and willingness to travel as this position requires significant travel

EDUCATION AND/OR EXPERIENCE

- Success in building strong connections to a variety of diverse communities, in particular Disciples communities such as Racial-Ethnic Disciples ministries, LGBTQAI+ ministries, health and social services agencies, congregations, etc.
- A demonstrated commitment to justice and equity; including experience working with persons from diverse cultural, social, and ethnic backgrounds including appreciating historical contexts, discerning nuances of relationships and power dynamics, understanding racial/ethnic realities, and respecting community needs and desires
- Master's Degree preferred with significant experience and knowledge of current best practices in the field of young adult leadership development

SUPERVISORY RESPONSIBILITIES

- Supervision of program area staff and support team (permanent and independent contractors) for the YALD Program Area.

WORK ENVIRONMENT

- This position is deployed. It is encouraged that a major airport be within an hour's drive.
- This position often requires prolonged periods of sitting and working at a computer.

PHYSICAL REQUIREMENTS

- The ability to communicate in person, on the telephone, through online media, and in front of large groups of people
- The ability to meet a rigorous travel schedule that includes managing up to 50 lbs. of luggage
- Occasional need to lift marketing and work materials, 40 lbs. or less.

TRAVEL REQUIRED

- Approximately 10-12 days per month.

SALARY

- **\$94,603**
- Excellent benefits including healthcare, pension and generous vacation.

EQUAL OPPORTUNITY STATEMENT

NBA is an equal opportunity employer and affords equal employment opportunities to all employees and applicants without regard to an individual's race (including traits associated with race, for example, hair texture and protective hairstyles such as braids, locks, and twists), color, religion (except where religion is a bona fide occupational qualification), national origin, ancestry, age, sex, sexual orientation, gender (including gender expression, gender nonconformity, and transgender status), familial or marital status, (including civil union status, and domestic partnership status), pregnancy, pregnancy-related conditions, genetic characteristics, atypical hereditary cellular or blood trait, AIDS/HIV status, citizenship status, work authorization status, service in the uniformed services, or any other characteristic protected under the applicable federal, state, or local law. It is the policy of the NBA to recruit, hire, promote and train individuals based on individual qualifications and without regard to any characteristic protected under the applicable federal, state, or local law. The National Benevolent Association is an Equal Opportunity Employer. The National Benevolent Association, in affirmation of its commitment to excellence and cultural relevance, endeavors to provide equal opportunity for all individuals in its hiring, promotion, compensation and employment practices. (NBA Employee Handbook, 2024 – page 6-7)

TO APPLY

To apply for this position, please submit 1) **a letter of interest** and 2) **an up-to-date resume** via .pdf to careers@nbacares.org with “**YALD Director Search**” in the subject line by **Monday, January 6, 2025 at 5:00 p.m. Central Time.**