



## **Director of Quality Initiatives**

### **About PASA**

The Providence After School Alliance's (PASA) mission is to help close persistent opportunity gaps by expanding and improving quality after school, summer and other out-of-school time (OST) learning opportunities for all the youth of Providence. PASA does this by operating a system of public-private partnerships that contributes to student success and serves as a national model. PASA's partnership model engages middle and high school youth in a variety of learning opportunities that spark their curiosity, connect them to real world experiences, and allow them to explore their interests. For additional information on the PASA, go to [www.mypasa.org](http://www.mypasa.org).

### **Job Description**

PASA is seeking a full-time Director of Quality Initiatives to oversee the management and ongoing evolution of PASA's continuous quality improvement cycle, rooted in ongoing professional development and data-informed decision making. The Director of Quality Initiatives reports to PASA's Deputy Director and works in tandem with PASA's middle and high school directors to ensure the successful implementation and monitoring of the system's overall quality improvement plans.

### **Responsibilities**

- Oversee PASA's continuous quality improvement approach grounded in data-informed decision making and ongoing support of youth development professionals through the use of a nationally tested measurement framework
- Serve as part of PASA's director team contributing to organization-wide decision making and supporting the middle and high school teams as well as contracted partners to deliver high-quality OST opportunities for youth
- Develop and lead the execution of a comprehensive multiyear and annual quality plan inclusive of goal setting; data collection, analysis, and performance management; professional development; and reflection.
- Create and oversee an annual professional development calendar for both PASA staff and the Rhode Island youth development community at large; develop and deliver training and coaching content as well as engage external content experts
- Manage, in collaboration with Executive and Deputy Directors, grant goal setting and reporting for all quality and data related grant requirements
- Supervise and manage workflow and deliverables of Senior Data Manager and external evaluation partners towards quality goals and outcomes
- Serve as key player in the development and execution of pilot program and evaluation initiatives
- Share best practices related to quality improvement with local and national out-of-school time leaders
- Engage in continuous professional growth to stay on top of new ideas, trends, and best practices to keep PASA on the cutting edge of youth development work
- Manage the quality department budget



### **Attributes**

PASA embodies an ethos of continuous quality improvement and is committed to offering an equitable, inclusive, and just working environment for staff and partners and program experience for youth and families. We seek staff with the following attributes:

- Strong commitment to PASA's mission to expand high-quality, engaging afterschool opportunities to Providence youth
- Unwavering commitment to equity
- Dedication to youth voice, choice and agency with the recognition that youth must serve as leaders in PASA's growth and development
- Systems-thinker who can translate big-picture vision into actionable steps
- Relationship builder who considers others' perspectives and finds common ground
- Outgoing personality who can engage, energize, and earn the trust of large groups in minimal time
- Problem solver with a willingness to ask questions and support others in finding solutions
- Understanding of why and how to blend quantitative and qualitative data to inform continuous quality improvement at the systems, program, and youth level
- Self-starter who effectively takes on and executes new projects as well as ongoing work
- Ability to thrive in a fast-paced non-profit environment that values teamwork, perseverance, critical thinking, communication, and lifelong learning

### **Qualifications**

- A minimum of 5 years' experience working in a community-based organization or urban education setting
- A strong understanding of youth development and current trends in expanded learning including the ability to align formal education standards to the out-of-school time field
- Professional experience managing staff with a history of productive and dynamic teamwork
- Highly experienced trainer and facilitator of large and small groups
- Project management experience
- Comfort with excel and online data management systems
- Understanding of evaluation planning and implementation
- Exceptional organization, written and oral communication skills
- Bachelors and/or advanced degree preferred
- Fluency in Spanish a plus, other languages are welcomed
- Technical skills relating to data analysis, statistics and reporting a plus

This is an in-person role with the flexibility to work remotely part of the week following an introductory period.

### **Remuneration**

The salary range is \$55,000-65,000 plus benefits, depending upon experience.



**To Apply:**

To apply for the position, please submit both a cover letter and current resume to Renee Lafond at [hr@mypasa.org](mailto:hr@mypasa.org). *Applications without a cover letter will not be considered.*

**PASA is an Equal Opportunity Employer**

PASA is an equal opportunity employer and fully committed to a culturally diverse staff to better serve our youth and community. People of color, women, LGBTQ candidates, and people of diverse backgrounds are strongly encouraged to apply. PASA prohibits discrimination in employment, educational programs, and activities on the basis of race, color, religion, gender, sexual orientation, national origin, socioeconomic status, disability or handicap, age, marital status, family responsibilities, political affiliation, veteran status, gender identity/expression, domestic partnership status or HIV status. PASA also affirms its commitment to providing equal opportunities and equal access to PASA facilities.