

Hustle PHX Director of Youth Entrepreneurship Position Description

Hustle PHX exists to empower men and women in inner-city/urban communities with the intellectual, social and financial capital to start and grow businesses that glorify God and serve their neighbor. Learn more at hustlephx.com

Position Title: Director of Youth Entrepreneurship

Position overview: The primary focus of the Director of Youth Entrepreneurship (DYE) is to lead and partner with community organizations to deliver outcome-driven programs and services related to youth entrepreneurship. The Director will Select, train, and supervise AmeriCorps staff and volunteers. In addition, this position will oversee program development, delivery, assessment, and reporting requirements in conjunction with Hustle PHX and grant standards.

Youth Entrepreneurship program overview: The Hustle PHX Opportunities for Youth program aims to change the life of underserved Phoenix young adults (ages 16-24) who are not working or in school (i.e., opportunity youth) by providing social entrepreneurship training and mentorship that prepares them to develop and execute their own business ideas.

Location: This position will require work in a hybrid environment with both time spent in the office and remotely. Some evening work is required based on programming.

Key Responsibilities:

Leadership

- Embodies and lives out the culture, mission, values, and core beliefs of Hustle PHX and Hustle USA.
- Act as liaison to identify, cultivate and care for potential and existing community partner relationships to promote entrepreneurship in the opportunity youth community.
- Ensures delivery of high-quality programs and services that prepare youth and staff for success.
- Evangelizes the Hustle PHX program by creating strong ties between Hustle PHX and current Opportunity Youth providers. The DYE will speak at community centers, churches, businesses, and community events to promote entrepreneurship within the Opportunity Youth community.
- Provides coaching, training opportunities, redirection, and encouragement; helps develop the skill set necessary for internal promotion.
- Implements and ensures adherence to Hustle PHX, Hustle USA and AmeriCorps policies and procedures.
- Maintains close daily contact with direct reports and Hustle PHX staff.

Management

- Provides program oversight and ensures the implementation of youth programs and activities satisfy stated objectives.
- Exercises authority in problems relating to direct reports and/or community partners; utilizes guidance and discipline plans.

- Provides regular, constructive feedback, coaching and redirection when necessary to AmeriCorps staff.
- Manages program expenses while ensuring good stewardship of funds.
- Connect with existing businesses in the community to recruit volunteers and share the vision and mission of Hustle PHX.
- Helps to develop curriculum, materials, facilitate workshops and presentations in the Opportunity Youth community focused on starting new businesses.
- Acts as a strategic resource for the development, review, and updating of an experiential entrepreneurship curriculum used to support Opportunity Youth.
- Oversees follow-up and quarterly check-ins with current and past entrepreneurs who successfully completed the assigned workshops to determine current status and potential next steps required to move the venture toward potential participation in Hustle PHX 101.
- Track and maintain data relevant to funding, revenues, and employee counts of current and past entrepreneur start-ups.
- Facilitates Hustle PHX start-up pipeline activities and helps to develop operations budgets that allow youth entrepreneurs to receive funding for their start-up businesses.
- Facilitates assigned special administrative projects

Qualifications:

- Demonstrated experience in supervising and managing others
- Proven ability to multitask and be adaptable in a face changing work environment
- Ensure that all administrative tasks related to the programs offered are completed in a accurate and timely manner.
- An individual that has a heart to serve, interested in business/marketing/entrepreneurship
- Strong organizational and project management skills
- Must be proficient in the use of Google Suite and be comfortable learning new technology systems.

Recommended:

- Bilingual desired
- Experience with direct youth programming
- Experience in nonprofit or business setting
- Bachelor's degree or equivalent work experience in a related field
- Excellent verbal and written communication skills.
- Excellent interpersonal and cooperative working skills.
- Conduct yourself professionally, ethically and with integrity as a Hustle PHX representative at Hustle PHX workshops and events.

To apply or Learn more, please email info@hustlephx.com

Open application date: 10/11/2022

Close application date: Until filled