



**BOYS & GIRLS CLUBS**  
OF THE EAST VALLEY

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(480) 820-3688 FAX: (480) 820-4093

## **JOB ANNOUNCEMENT - PLEASE POST**

**To:** All Locations  
**From:** Joan Hibdon  
**Subject:** Job Opening  
**Date:** February 22, 2019

Qualified candidates are encouraged to apply for the full-time **Program Director** position currently open at our **Compadre Branch – Chandler**.

Among other duties, a qualified candidate for the **Program Director** position must have the ability to recruit, hire, train, and effectively supervise program staff and volunteers; assist in planning and overseeing quality youth and teen programs; provide guidance to members; provide data on programs; and write requested reports. In addition, this person must possess strong leadership skills; be a team player; personable; and highly self-motivated.

The minimum requirements for this position are: 1-2 years work experience in a Boys & Girls Club or similar organization, four year degree in a related field or equivalent experience, strong written and verbal communication skills, and group leadership skills. Due to insurance requirements, the candidate must be at least 21 years old, have a valid driver's license and a clean driving record.

The salary range for this position is \$31,000-32,900 a year and is based on the candidate's qualifications, education and experience.

Interested persons need to submit the following information via email to [joan.hibdon@clubzona.org](mailto:joan.hibdon@clubzona.org) or fax to (480) 820-4093. The posting will remain open until filled.

- ☆ An current resume
- ☆ A letter of interest outlining your qualifications for the position