

TOWN OF ANDOVER, MA

DIRECTOR OF ANDOVER YOUTH SERVICES

Andover Youth Services



Andover Youth Services (“AYS”) offers programs for youth and families that promote health and wellness, skills building, social and community engagement, in a youth-centered environment dedicated to supporting all youth in exploring and developing their potential. AYS programs are based upon the youth development model that provides services, opportunities, and support for young people in order to create a positive future. Andover Youth Services meets young people where they are and empowers them to make their ideas happen. The focus of AYS is on developing and maintaining programs and services that are flexible, providing encouragement for all youth to use their creativity, spontaneity and energy in positive ways.

AYS will continue serving young people and their families and be the bridge between a young person’s needs and the services that can help them become well-rounded individuals. Through partnerships with the Andover Public Schools (APS), local organizations, high school mentors and community volunteers, AYS will continue to grow and develop in the interest of Andover’s youth.

THE IDEAL CANDIDATE

The next Director of Andover Youth Services will be:

Youth Advocacy

- Collegial and approachable and have the ability to serve as a role model for youth.
- Committed to fostering a safe and inclusive space for all youth
- Experienced working successfully in direct service with teenagers/youth
- Committed to engaging (and fostering ownership by) young people in the design, planning, and implementation of department activities

Leadership Attributes

- A passionate leader, youth development advocate and experienced program developer
- Fair and open minded, with a commitment to diversity, equity and inclusion and accessibility
- Knowledgeable in best practices relating to mentoring and team building, coupled with a commitment to professional development
- Able to demonstrate ability and commitment to the values, vision and goals of AYS
- Committed to the ideal of ethics, integrity and a commitment to service above self

Management Attributes

- Experienced with hiring, supervising, developing and reviewing staff including seasonal staff
- Committed to collaborative leadership to ensure the sustainable development of services to Andover’s youth
- Knowledgeable in budget management and oversight, diversification of funding sources which include securing grants, foundation support and gifts
- Committed to modeling integrity and understanding of professional boundaries and associated policies related to interacting with youth

The Cormier Youth Center



The Cormier Youth Center, constructed in 2015, supports the AYS proactive commitment to youth learning, connection, collaboration and empowerment; all of which build the foundation for a dynamic community and neighborhood. Our state-of-the-art facility is home to a full gymnasium, computer lab, auditorium, full industrial kitchen, exercise room, and other fun and inviting spaces designed with youth in mind. The Cormier Youth Center is staffed with a Director, Assistant Director, a licensed social worker and a staff of program coordinators and seasonal workers. Andover Youth Services is one of five divisions under the umbrella of the Community Services Department.



- Professional in ensuring proper oversight of the social work function in collaboration with the Wellness and Support Coordinator within the Department of Community Services.
- An active participant in Department-wide initiatives, marketing and coordination of services with an eye to consistency, efficiency and effectiveness

Community Engagement

- Able to communicate effectively with youth, parents, staff, management and elected officials; as well as work collaboratively with teams and community stakeholders
- Able to ensure for the continued growth and expansion of services to Andover's youth
- Able to prioritize youth development activities through the lens of Diversity, Equity and Inclusion

APPLICATION AND SELECTION PROCESS

Interested applicants should apply online at <https://andoverma.gov/996/Employment-Opportunities>, and attach a cover letter and resume to the online application. Review of resumes will begin on or about May 20, 2022. Selected candidates will be invited to participate in a robust interview process before a panel of town representatives. Final selection is made by the Town Manager, and approved by the Select Board. Please contact Jessica Porter, HR Director, 978-623-8961 or jessica.porter@andoverma.us with any questions or if you need assistance with the online application process. The Town of Andover is an Affirmative Action/Equal Opportunity Employer. Women, minorities, veterans, members of the LGBTQ+ community, and persons with disabilities are encouraged to apply. The Town is committed to advancing its workforce culture of antiracism, diversity, equity, and inclusion.

QUALIFICATIONS

Duties require a Bachelor's degree in Youth Development, Recreation, Sociology, Psychology or related field; five years of progressively responsible experience in youth-oriented program development, preferably in a municipal environment; or any equivalent combination of education and experience. Additional education is valued and will be considered in the hiring process.

SALARY

Anticipated starting salary range for this position is \$85,000-\$100,000 commensurate with experience and education. The Town of Andover offers a comprehensive benefits package including pension. Benefits information can be found at: <https://andoverma.gov/1018/Employee-Benefits>