



**Join Wakeman Boys & Girls Club as Our Chief Operating Officer – Make a Lasting Impact on Youth!**

Are you a passionate leader ready to shape the future of young people? Wakeman Boys & Girls Club (WBGC), a premier nonprofit youth development organization in Fairfield County, is looking for a dynamic Chief Operating Officer (COO) to drive excellence in our programs and operations of growing organization that is deepening impact on community.

As COO, you'll lead high-quality youth programming, oversee out-of-school operations, and ensure our club locations are safe, engaging spaces where kids and teens thrive. You'll have the opportunity to build impactful community partnerships, mentor future leaders, and make a real difference in the lives of thousands of young people.

If you're a logistical expert with a heart for youth development and a talent for operational excellence, we want to hear from you! Join us in empowering the next generation to become FUTURE READY—apply today!

**Key Responsibilities**

- **Oversee Youth Programming & Out of School Time Operations**
  - Ensure best practices in program development, implementation, and evaluation across all WBGC locations.
  - Maintain compliance with all local, state, and national regulations and licensing requirements.
  - Work with staff to enhance curriculum structure, and engagement in afterschool, summer camp, and other youth development programs.
  - Support the integration of social-emotional learning, mentoring, and workforce readiness initiatives.
- **Leadership & Strategy**
  - Supervise executive directors to ensure operational excellence at all 5 club locations.
  - Identify and address systemic challenges in youth programming and out of school time operations, implementing sustainable solutions.
  - Work closely with the CEO and community stakeholders to align WBGC's offerings with evolving community needs.
  - Foster an organizational culture of a supportive, equitable environment and continuous improvement.
  - Serve as a key member of the leadership team.
- **Financial & Operational Growth**
  - In collaboration with CEO, CFO & Unit Executives, oversee programmatic budgetary planning, ensuring financial sustainability and responsible expense management.
  - Expand WBGC's impact through membership growth, new site development, program expansion, and strategic partnerships.
  - Explore opportunities for mergers and acquisitions to enhance WBGC's reach and resources.
- **Safety & Compliance**
  - Ensure safety and risk management best practices are upheld in collaboration with the CEO and Director of Safety & Leadership Development.
  - Working alongside the Director of Safety & Leadership Development ensure adherence to childcare licensing, health regulations, BGCA Membership & Safety requirements and WBGC policies to maintain a safe environment for youth, volunteers, and staff.
- **Collaboration & Community Engagement**
  - In collaboration with the CEO & ED's, develop and strengthen partnerships with schools, local organizations, and government agencies to enhance youth programming and childcare services.
  - Represent WBGC in the community and advocate for policies and initiatives that benefit children and families.

**The ideal Candidate will have the following:**

- **Education & Experience:**
  - Bachelor's degree in recreation, human services, education, business management, or related field.
  - 8+ years of professional experience in youth development, childcare operations, or nonprofit management, with at least 5 years in senior leadership.
  - Strong knowledge of childcare & safety regulations, youth programming best practices, and operational management.
- **Leadership & Management Skills:**
  - Proven ability to develop, lead, and scale youth programs and childcare operations.
  - Experience managing senior level teams- including executive directors, program managers, and frontline staff with proven measures of success.
  - Strong analytical and problem-solving skills to address organizational challenges and community needs.
- **Passion for Youth Development:**
  - A deep commitment to creating safe, engaging, and impactful programs for children and teens.
  - The ability to build authentic relationships with youth, families, staff, and community partners.
  - Strong communication skills, both written and verbal.
- **Bilingual skills are a plus.**

**Work Environment & Physical Requirements**

- Ability to sit for extended periods, operate office equipment, and lift light objects (<20 lbs.).
- Flexible schedule, including occasional evenings and weekends.
- Comfortable engaging with diverse communities and working in a fast-paced, mission-driven environment.

**Why Join WBGC?**

- Make a lasting impact on youth and families in the community.
- Be part of a collaborative, mission-driven team.
- Enjoy professional growth opportunities in a leading youth development organization.

**How to Apply**

Please submit resume to: HR Coordinator: [bhernandez@wakemanclub.org](mailto:bhernandez@wakemanclub.org)

ATTN: COO Search

**Salary Range:**

Competitive base salary range based on experience \$100,000 - \$120,000

**Benefits:**

We offer the full range of benefits including 100% employer paid medical, dental, vision; long-term disability, life insurance, 10% retirement contribution after eligibility period is met, generous PTO (paid time off) plan, 11 paid holidays, and discounts on programs.

**Target Dates for the Search Process:**

Resumes accepted through: April 11<sup>th</sup>

Preliminary interviews scheduled: April 14<sup>th</sup> -25<sup>th</sup>

Final interviews: April 28<sup>th</sup> -May 9<sup>th</sup>

Selection made: mid May

Anticipated start: On or around July 7<sup>th</sup>

*Wakeman Boys & Girls Club is an equal opportunity employer.*

*We celebrate diversity and are committed to fostering an inclusive environment.*