

DIRECTOR JOB DESCRIPTION

Success starts with the program director



THE KIDS HOPE USA PROGRAM DIRECTOR

The Program Director anchors the program at the church and serves as the key liaison with the school. The Director provides supervision and support for volunteers while assuring school staff & teachers that the program will run smoothly during the academic year. The director will be representing Christ and the church to the school and receive a front-row seat to meaningful life-change through mentoring.



RESPONSIBILITIES



Kids Hope USA provides comprehensive director training, preparing the director to launch, run, and grow a successful program with the partnering school. You're supported every step of the way. Director responsibilities include:

- **Embrace the mission** - Kids Hope USA exists to build life-changing relationships one at a time: One Child. One Hour. One Church. One School.
- **Build relationships** with staff and develop an open and collaborative relationship with the church by sharing the impact and opportunities of the Kids Hope USA partnership.
- **Recruit volunteers** to serve as mentors and prayer partners, with the support of church leadership.
- **Ensure all mentors are screened and trained** and their information is organized and tracked according to Kids Hope USA guidelines.
- **Work with the school partner** to match mentors with selected students.
- **Supervise and monitor mentor-student relationships**, including reviewing weekly progress reports and connecting with school staff and mentors on a regular basis.
- **Cast and steward the vision of Kids Hope USA** at the church, including sharing the stories of God's amazing work in the lives of students and volunteers.
- **Ensure the church honors the five core commitments** of the program: Separation of Church and State, Director Leadership, Training, Screening, and Recruiting/Matching.



TRAINING

Kids Hope USA provides a self-paced online training course. The course typically takes 8-10 hours to complete over two weeks. Director Training includes ongoing program support and coaching.



TIME COMMITMENT

The time commitment varies significantly among programs based on variables such as size of program, growing need for more mentors, and other key factors. At a minimum, a director should be available to serve 4 to 6 hours per week, including time spent at the school. More time will likely be needed during launching a new program, at the beginning of the school year, for growing the program, and for any optional events.



ONGOING SUPPORT

Kids Hope USA provides ongoing support through: director groups, continuing education, webinars, monthly e-newsletters, regional groups, dedicated director website, a team of child counselors, and ongoing resource development.



Walking together in one-on-one mentoring relationships

