



Buffalo Center for Arts and Technology (BCAT) is currently seeking a full-time Youth Arts Program Director to administer and direct our afterschool arts/technology program for **high school** youth from Buffalo Public Schools and Buffalo Charter Schools.

Essential Responsibilities:

- Direct and oversee program scheduling and implementation, youth recruitment, curriculum development, and community outreach
- Plan, promote and direct all day-to-day Youth Arts program operations
- Supervise and evaluate program staff (3 full-time and 5 part-time instructors/employees)
- Recruit and support development of youth program staff, teaching artists, volunteers, and interns
- Establish and nurture consistent, effective and productive relationships with youth, parents, other community organizations, and the public

The right candidate will have:

- Bachelor's in a related discipline (education, school administration, educational psychology, etc.); Master's preferred
- Three to five years' proven leadership experience supervising a diverse workforce in a dynamic programmatic setting
- A commitment to STEAM education for high school students
- Strong communication, collaborative, and team-building skills
- Experience developing and implementing curriculum and programs (e.g., arts and technology education for high school students) in a hands-on workshop setting
- Intermediate skills in Microsoft office and data management (Salesforce a plus)

Benefits:

- Medical
- Dental
- Life Insurance
- 401K with employer match
- PTO
- Paid Holiday Shutdown

BCAT is a not-for-profit whose mission is to provide opportunities for careers through the arts and technology for youth and workforce development for adults. The Youth Arts Program operates during the academic school year and during an 8-week summer session. Core hours for the position are 10:30 am-6:30pm.

BCAT is an equal opportunity employer. All applicants will be considered for employment without attention to race, color, religion, sex, sexual orientation, gender identity, national origin, veteran, or disability status. BCAT seeks to recruit, develop and retain the most talented people from a diverse candidate pool.

For more information and to apply please go to:

<https://jobs.ourcareerpages.com/jobapplication/593894?appsource=BCAT>