



Outreach With Lacrosse & Schools (OWLS)

Role: Academy Program Manager

Chicago, IL

OWLS is a sports-based youth development organization that creates opportunities for underserved youth in Chicago. With lacrosse as its foundation, OWLS provides impactful mentorship, academic intervention, and enrichment experiences to support the social-emotional growth of the youth we serve.

The OWLS Academy Program Manager is a new part-time position. This individual will facilitate and manage OWLS academic and mentorship programming for OWLS Academy Scholars. OWLS Academy was launched in 2018 to provide academic and holistic intervention for the most active OWLS League participants in 6th-12th grade. Academy has two major focuses beyond lacrosse: impactful mentorship and academic achievement. “Academy Scholars” are given year-round access to professional academic tutoring, standardized test preparation, scholarship application support, experiential learning workshops, and assigned mentors.

Job Summary

This is a part-time position. The candidate must be energetic, detail oriented, organized, collaborative, disciplined, and self-motivated.

In collaboration with organizational leadership, the candidate’s primary responsibility is to assist Academy Scholars with their academic progress, high school selection, and college/post-secondary placement. This candidate should have relative experience in the education space and strong project management skills. **Their responsibilities will include, but are not limited to:**

- Develop and maintain programs that reflect OWLS’ Mission to provide underserved youth with year-round opportunities for social emotional growth, academic achievement, and life enriching experiences.
- Manage and execute academic intervention and enrichment programming, including educational workshops, exam preparation, group guided study, individual tutoring, career/life enrichment experiences, and high school and college placement support.
- Advocate on behalf of students to help them reach their personal and academic goals
- Collect and monitor student’ attendance, academic, and behavioral data
- Work one-on-one with students in need of academic or social emotional support
- Serve as a point of contact for academic related programs between participants, families, community partners, and school staff members
- Monitor all Academy Scholars’ grades and academic progress throughout the year and provide progress reports
- Manage partnership and operations with Educational Endeavors while identifying new academic partner opportunities
- Recruit and screen mentors through initial interview process

- Support training program for mentors and mentees to prepare for successful partnership
- Provide progress reports and maintain consistent communication with mentors and mentees
- Other duties as assigned

Qualifications:

- Bachelor's degree
- Background in education, social work and/or youth development
- Growth mindset and desire for feedback
- Strong interest in working with underserved youth in the classroom and on the field
- A detail-orientation, strong organizational skills, and a desire and ability to collaborate
- Strong communication and leadership skills

Compensation- Part time position / 20 hours a week, compensation based on experience

***Disclaimer** The job description for OWLS is only a summary of the typical functions of the job and not an exhaustive or comprehensive list of all possible job responsibilities, tasks, and duties. The responsibilities, tasks, and duties of the jobholder might differ from those outlined in this job description and that other duties, as assigned, might be part of the job. OWLS Lacrosse is an equal opportunity employer and encourages a diverse pool of candidates to apply.*

Application Process

- Review of applicants will begin immediately and continue until the position is filled.
- In order to be considered for this position, all interested candidates should submit the following items to Sam Angelotta, Executive Director (sama@owlslacrosse.org):
 - Letter of interest
 - Resume