



**Regional Program Manager – Northeast Nova Scotia
Full time position.**

Come be a part of a dynamic organization that's building Nova Scotia's leaders!

For more than 40 years Junior Achievement of Nova Scotia has provided educational business programs and conferences to youth with an emphasis of three educational pillars of success:

- 1) Financial Literacy
- 2) Entrepreneurship
- 3) Work Readiness

In 2009-10 almost 14,000 students participated in Junior Achievement Programs across Nova Scotia. In our upcoming 2010-11 school year we plan to reach 15,000. We are looking for a high-energy, motivated, self-starter to lead JA programs in the Northeast region of Nova Scotia.

Reporting to the President & CEO in Halifax, the Regional Program Manager will be responsible for the coordination and delivery of Junior Achievement programs covering the Chignecto-Central School Board and will be based within the region.

People know you as a highly organized, deadline driven, sales oriented, confident, articulate, go-getting networker who delivers results. You connect the dots quickly and run with minimal direction. You are not shy to introduce new ideas and make positive change happen. Although you drive for results you have a mature patience, always seeing the bigger picture. In the end you know it's all about people – the volunteers and the students who are part of Junior Achievement.

Our ideal candidate possesses a background in training and development, customer service, marketing or program delivery in a not-for-profit or corporate environment. You have gained experience as a volunteer or working with volunteers which has translated into an ability to effectively recruit, retain and rally people to a cause. Your understanding of the education system and your previous sales or fundraising experience will be definite assets as will your college or university degree in Business, Public Relation and/or your related business experience. Travel, as well as some evening and weekend work will be a part of this role, so a valid drivers license and access to a car will be a requirement. You are comfortable working independently as this is a satellite office for Junior Achievement and will be serving a geographic area that runs from Truro to Amherst to New Glasgow.

More specifically, the Regional Program Manager's role is to acquire the resources needed to support JA programs, primarily by engaging schools, teachers, students, parents and volunteers. S/he will:

- Recruit schools to participate in programs, through contacts with Principals, Teachers and Guidance councilors;
- Recruit, manage and provide training to volunteers, following the Junior Achievement Volunteer Screening Protocol;
- Match volunteers and schools to ensure program delivery;
- Compile statistics to validate program delivery including student count and student, volunteer and teacher feedback;
- Assure curriculum quality, program expansion and good school relations;

Deadline for applications: July 30, 2010

Please submit resume and cover letter to:

Junior Achievement of Nova
Scotia
6960 Mumford Road
Suite 14B
Halifax, NS
B3L 4P1

Email:
lcoveyduck@janovascotia.org

Fax: (902) 454-4514

If this sounds like you, check us out at www.janovascotia.org to learn more about us and our programs. You might even sign up as a volunteer. We will only be contacting a short list of candidates. Thanks in advance for your interest in Junior Achievement.