



BRANCHES Program Manager

We are looking for a goal-oriented, passionate, and youth-centered individual for a direct service role that works to increase access to higher education and career opportunities for youth in our BRANCHES program at our vibrant youth center located in downtown Lewiston, Maine. We need someone passionate about access and equity who values forming trust-based mentoring relationships with youth and wants to lead the academic support and school engagement for a caseload of middle and high school students encouraging self discovery, and to achieve their future educational and professional goals.

Organization Overview:

Tree Street Youth is a full service youth development non-profit organization located in the Downtown “Tree Street Neighborhoods” of Lewiston, Maine. Our vision is to cultivate leaders who fear less, love more, and dream big, boldly shaping the future and creating communities united across lines of difference. Tree Street Youth is a Lewiston-based community of youth and adults who use their diverse lived experiences and collective empowerment to co-create youth-centered programs and partnerships that encourage leadership, learning, exploration, and growth. We are grounded in radical accessibility and relationships rooted in equity and care.

At all times we strive to create a safe and welcoming environment for all youth while equipping them with the tools they will need to not only be successful now, but also in their futures. As an organization we encourage all youth no matter what grade they are in to explore all higher education options and future opportunities as they become lifelong learners, engaged citizens, and contributors to the world.

Program Overview:

The BRANCHES (Becoming Responsible Adults ‘N Cultivating Higher Education Success) Program works with all ages but primarily youth in middle, high school, and beyond to guide students through the steps to exploring, discovering, and achieving their future educational and professional goals. Through four different focuses of programming—College/career Prep, Academic support, Academic re-engagement, and Early College Exploration—BRANCHES aims to increase the overall graduation, college acceptance, and college retention rates of at-risk, first-generation students in Lewiston-Auburn, Maine.

Position Overview:

The BRANCHES Program Manager is responsible for working collaboratively with the BRANCHES team and engaging community volunteers to support the efforts at the center as tutors, guest speakers, and support mentors. Coordinating a BRANCHES team of interns, and volunteers, the

Program Manager will ensure that the BRANCHES Program is functioning at its top capacity and best serving the youth who access Tree Street Youth programming. The BRANCHES Program Manager is tasked with working to continuously improve BRANCHES programming through seeking innovative, youth-centered, and collaborative approaches to meeting our students' needs. This role works primarily with students as a tutor, mentor, and coach supporting their academic engagement in school and future exploration. This particular position will have a focus on supporting the Lewiston Middle School BRANCHES team for approximately 50% of the time.

As a Program Manager, this role is a member of a vibrant team of professionals who work collaboratively to co-create supports for all youth at the center. This role is unique in the fact that it supports you in both our school day programs (Lewiston Middle School, Lewiston High School, OWL/RootED) as well as after school programs.

Schedule: This is a full-time position with the typical schedule being Monday-Friday 9AM-5PM during the academic year and 8:30-4:30 during summer programs, although there is some flexibility and variability. May include some weekend hours periodically for special trips or events.

Start Date: Immediate

Application Process: Interested candidates should submit a cover letter and resume to Julia@treestreetyouth.org and Oren@treestreetyouth.org. Selected candidates will receive an email to set up a phone or in-person interview.

**** All decisions are based on nondiscriminatory factors without regard to race, color, religion, sex/gender, sexual orientation, national origin, disability or status as a veteran. We promote a positive and healthy working environment with respect for diversity.*