



Director of Programs

Milwaukee Christian Center

Interested candidates should email a cover letter and resume to mcchr@mccwi.org with "Director of Programs" in the subject line

Milwaukee Christian Center offers a workplace and leadership team that believes in the promise of both people and place, and is working to build strong neighborhoods full of opportunity.

In collaboration with Program Managers and Directors, the Director of Programs works toward increased impact and continuous improvement of agency efforts, supporting the mission of building strong neighborhoods full of opportunity. The Director of Programs manages multiple contracts, staff, supports daily operations and represents the organization in several collaboratives. The role emphasizes understanding the communities served by MCC, building relationships that support high quality programming, impactful written communication, and strong organization of strategies and deadlines.

Reports to: Executive Director
Schedule: Full-time, exempt position; occasional weekend and evening commitments
Pay Rate: \$70,000-90,000/annually, based on experience
Benefits: Health, dental, and vision insurance, pre-tax flexible spending account, 403(b) defined contribution retirement plan with 3% match, generous paid time off package starting at 20 days per year for full-time employees and 12 paid holidays, \$25,000 life insurance policy, phone/technology stipend for eligible positions, and expansive employee assistance program.

Duties and Responsibilities Include:

1. Lead and support program strategy across Milwaukee Christian Center's housing, youth development, older adult wellness, food security, and community organizing in Muskego Way departments
2. Supervise directly 4 areas of programming, ensuring consistency and alignment with organizational goals.
3. Build and support partnerships and collaborations that further advance MCC's mission.
4. Play a key role in Fund Development efforts, that includes both grant writing and relationship building.
5. Manage program evaluations and organization database, ensuring accurate data tracking of every individual served.
6. Research and identify program strategies that advance MCC's mission and support community identified priorities.
7. Develop and implement strategies that will maximize the synergies among program areas and increase mission impact.
8. Regularly attend MCC programming and engage participant feedback in program development.

9. Prepare monthly program report for Executive Director and Board of Directors.
10. Support organizational management and continuous improvement efforts by serving as part of Director's group.

Qualifications Desired Include:

1. Bachelor's Degree in relevant field, Master's Degree a plus.
2. 10 years of nonprofit experience preferred with at least 5 years of those in a supervisory role.
3. Ideal candidate brings tenacity, critical thinking, a strategic mindset, and the ability to connect with a diverse audience.
4. Knowledge of and comfort working with multiple partners including local foundations, AmeriCorps, Department of Labor, HUD and other federal funding sources, Milwaukee Public Schools, and Milwaukee County.
5. Must have a passion to build and a curiosity to explore opportunities to advance MCC's work of building strong neighborhoods.
6. Excellent verbal and written communication skills with attention to details.
7. Experience preparing funding proposals for local foundations as well as city, county, state and national funders.
8. Ability to build and maintain strong relationships.
9. Highly organized, able to multitask and manage multiple projects.
10. Able to collaborate with diverse team of community members, supporters, board members, partners, staff and volunteers.
11. Possess a passion for the organization's mission and commitment to housing, youth development, older adult, and food security programming and Milwaukee's neighborhoods.
12. Personal qualities of integrity and credibility and belief in collaboration.
13. Excellent technology skills including use of Microsoft Office, databases, and various software/platforms.

Work Environment

Milwaukee Christian Center (MCC) is a multi-service organization that works to build strong neighborhoods full of opportunity. We approach that work through four core areas: housing, youth development, older adults, and food security – serving over 7,000 people each year. What began with American Baptist roots providing outreach to immigrants on Milwaukee's south side in 1921, MCC now serves youth, families, and older adults of all races, ethnicities, religions, and ages throughout the city of Milwaukee.

The Program Director's office is located within Milwaukee Christian Center's main site, working alongside programming and community members. The position includes travel to MCC program sites throughout Milwaukee County.

Equal Opportunity Employer

Milwaukee Christian Center does not discriminate against any employee, applicant for employment, or client because of race, color, religion, national origin, sex, gender identity, sexual orientation, age, disability, veteran status, or other applicable legally protected characteristics. Milwaukee Christian Center is an equal opportunity employer.