



## **Program Coordinator Wo(men) Achieving New Directions**

YWCA Delaware is on a Mission to eliminate racism, empower women, stand up for social justice, help families and strengthen communities. Annually, nearly 6,700 people participate in our comprehensive programs. YWCA Delaware is a leading advocate for women by providing housing, violence prevention and sexual assault crisis services, financial empowerment, racial justice and youth programming. We empower women politically, financially and socially, while fostering the confidence and can-do attitude needed to eliminate barriers and overcome life's obstacles. We are a statewide organization headquartered in Wilmington, Delaware.

Our Wo(men) Achieving New Directions (WAND) program offers work readiness and 21st century job search skills to those with barriers to employment and self-employment strategies to emerging business owners who need the tools to position their business for success. WAND helps program participants increase their household income, support their family, pursue their dreams and build a legacy for future generations.

The Program Coordinator will support the workforce readiness and entrepreneur initiatives and the expansion of the day to day delivery of WAND Programs and Services, helping underserved populations and/or those with barriers to employment stability. Accountabilities include: coordination of program development, scheduling, and delivery; identification, cultivation, and maintenance of external relationships; management of workshop volunteers; program data collection, reporting and assessment.

We are looking for someone who has 2-3 years of experience in project management with adult programming, preferably with workforce readiness and small business development, geared towards individuals with barriers to employment stability. The individual must have a high level of comfort with public speaking, workshop delivery, program implementation and assessment, facilitation of group meetings, and the ability to work well with a team. Direct experience as an entrepreneur is highly desirable, but not required. Associates degree or equivalent certifications and/or experience are required. Bi-lingual (English and Spanish) is a plus, but not required.

We offer a competitive salary and comprehensive benefits package. Qualified candidates should send a cover letter, resume and salary requirements to [resume@ywcade.org](mailto:resume@ywcade.org)

To learn more about YWCA Delaware please visit our website at [www.ywcade.org/employment](http://www.ywcade.org/employment)

YWCA Delaware is an equal opportunity employer. We are committed to inclusivity and encourage qualified candidates from all cultures and communities to apply.