



Job Description: Program Director, Communities In Schools of Virginia (Danville)

Location: Southside (Danville), VA

Organization: Communities In Schools of Virginia (CIS-VA)

Benefits: Medical/dental, Vacation, Sick, Holidays, Retirement match

About Communities In Schools

At Communities In Schools (CIS), we surround students with a community of support, empowering them to stay in school and achieve in life. As part of a national network, CIS-VA supports a statewide system of affiliates and works to expand partnerships that bring integrated student supports to communities across Virginia. We are currently growing our presence in the Southside region, including Danville, VA. We are looking for a dedicated Program Director to join our team in Danville and lead a team of Site Coordinators in the implementation of our evidence-based model of integrated student supports.

The Role

The **Program Director** leads the implementation and growth of CIS programming in Virginia's Southside region. This role oversees a team of Site Coordinators, ensures fidelity to the CIS model, and builds strong partnerships with school divisions and community stakeholders. The position combines strategic leadership, program oversight, and relationship management to drive measurable impact for students.

Key Responsibilities

- **Program Leadership:** Oversee program design, implementation, and reporting, ensuring alignment with CIS National Standards and grant requirements.
- **Staff Supervision:** Train, supervise, and support Site Coordinators, volunteers, and other staff to ensure high-quality service delivery.
- **Program Quality Assurance:** Conduct regular site visits and provide ongoing guidance to maintain strong program outcomes.
- **Stakeholder Engagement & Partnership Development:** Serve as the primary liaison with school division leadership and build strong partnerships with community organizations.
- **Data & Evaluation:** Ensure accurate data collection, analyze program performance, and contribute to reporting efforts.
- **Operations Management:** Oversee day-to-day operations, including budgets and compliance with organizational and grant requirements.
- **Direct Service Support:** Provide direct student support as needed to ensure program success.
- **Advocacy & Development:** Support fundraising, marketing, and community engagement efforts to advance CIS-VA's mission.
- **Other Duties:** Perform additional responsibilities as assigned.



What You Bring

- **Education:** Bachelor's degree in social work, education, human services, child development, psychology, or a related field required.
- **Experience:** Experience in program development and implementation, with a preference for supervisory or team leadership experience.
- **Skills:** Strong communication, analytical, and problem-solving skills, with the ability to manage multiple priorities.
- **Technical Skills:** Experience with data entry and analysis to inform decision-making.
- **Logistics:** Valid driver's license and ability to travel regularly throughout the region.

Essential Competencies

- **Relationship Builder:** Develops and maintains strong partnerships with schools, staff, and community stakeholders.
- **Strategic Leader:** Guides teams and programs toward measurable outcomes while adapting to evolving needs.
- **Professional & Ethical:** Maintains confidentiality and represents CIS-VA with integrity and professionalism.

Compensation & Benefits

- **Salary Range:** Competitive, commensurate with experience.
- **Benefits:** Comprehensive package including health insurance, retirement plan, paid time off, and professional development.

Why Join Us?

This is more than a job; it's an opportunity to make a lasting impact on students and communities across the Southside region. We offer a collaborative work environment where leadership, innovation, and initiative are valued.

Equal Opportunity Employer

Communities In Schools of Virginia provides equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability, or genetics.

To Apply: Please submit your resume and cover letter detailing your experience with youth development and/or case management to admin@cisova.org.