



Position Title: Program Manager, Education (Arlington)
Location: AHC Community, Resident Services
Reports To: Director, Education
Classification: Exempt
Hours: Full Time, 40 hrs./week, Monday- Friday, Evenings & some Weekends

Background: AHC is a non-profit affordable housing developer and service provider with offices in Baltimore, Maryland, and Arlington, Virginia. Our growing portfolio of 54 multifamily rental communities provides over 8,300 homes in the District of Columbia, Maryland, and Virginia.

Mission: At Affordable Homes & Communities, our residents are at the heart of all we do. AHC builds opportunities by creating quality homes with holistic resident services. We drive change through innovation, genuine partnerships, and responsible investment.

Resident Services Goal: Transformational Engagement – Build and sustain healthy, beautiful, and equitable communities with our residents to open doors through which they can create homes, neighborhoods, and the lives they want to live. The four cornerstones of Resident Services programming are Education, Economic Mobility, Health & Wellness, and Community Engagement.

Duties and Responsibilities:

- Oversee afterschool and teen tutoring programs for 20-25 children and 20 teens, respectively
- Coordinate parent workshops for 5-20 parents and adult workshops for 10-50 adults
- Plan and execute community-building events for 50-100 residents
- Implement high-quality programming with a focus on educational and social services
- Connect residents with community resources and support services
- Design and facilitate differentiated learning goals
- Establish classroom management strategies based on trauma-informed practices
- Build relationships with local schools, libraries, and non-profits

**Qualifications:**

- Bachelor's degree in education (Master's degree preferred)
- Experience in child development and program management
- Cross-cultural competency and commitment to racial justice
- Flexibility to work evenings and occasional weekends

Working at AHC:

The Resident Services Team may work remotely on Fridays. Flexibility is required to meet programming needs outside normal business hours.

How to Apply:

For immediate consideration, email your cover letter and resume to jobs@ahcinc.org. Please ensure your application includes a cover letter.

- Learn more about AHC by visiting our website at www.ahcinc.org.