



JOB POSTING

RESIDENT SERVICES MANAGER (After School & Teen Tutoring Program)

Impact the Youth to Make a Difference! Do you love working with children and the youth?

AHC Inc. is seeking an experienced child development leader ready to inspire and build the team that thrives in lifting the mission of AHC and committed to providing afterschool and teen tutoring programming, connecting residents with community resources, and coordinating and implementing social and community building activities and health programs.

AHC is actively developing affordable, workforce and mixed-income rental housing in Virginia, Washington DC, and Maryland and currently owns over 8,000 apartment units at more than 50 communities. AHC's award-winning Resident Services program provides a robust range of trauma-informed wraparound services that focus on four key areas: education, financial resilience, health, and community building and engagement.

The “WHY” of the Resident Services Team:

AHC's Resident Services team helps communities thrive by providing its residents with educational and social services programs to help them build more stable and successful lives. We work to provide services where people live and builds long-term and trusting relationships with families and individuals.

How the Resident Services Manager Impacts the work of AHC:

The Resident Services Manager is responsible for after school programming for approximately 20-25 children the After School Program and Summer Camp, 20 teens in the Teen Tutoring Program, 5-20 parents in parent workshops, 10-50 adults in adult workshops and 50-100 residents for community building events. This is for AHC's Woodbury property that serves between 100-400 residents. The RSM should be available to work flexible hours including some evenings & occasional weekends. Specifically:

- Plan, prepare, and teach approved curriculum that includes a focus on literacy and social & emotional learning for elementary students in grades K-5.
- Design and facilitate differentiated learning goals complete with lessons and activities that enable engaged and active learning to help students grow and reach emotional, social, and developmental learning goals.
- Develop and deploy sustainable classroom management strategies based on trauma-informed practices.
- Build relationships with Arlington Public School teachers and administrators, public libraries, Arlington County Department of Human Services, other local non-profits, and neighborhood schools.

- Work closely with Property Manager to identify residents at risk of eviction and follow protocols for eviction prevention.
- Supervise Coordinator and volunteers.
- Use systems to track participant numbers and performance outcome measures.

What You Will Bring to AHC:

- Bachelor's degree in education, master's preferred.
- Three years of work experience in a school or after school setting.
- Experience developing curriculum and lesson planning.
- Cross-cultural competency and commitment to racial justice a must.
- Baseline knowledge of potential impacts of trauma and trauma-informed practices.
- Ability to work in a fast-paced environment with a diverse resident population.
- Ability to adapt to changing priorities.
- Good listener, collaborator, problem solver, good sense of humor and team spirit.
- Self-motivated and detail oriented
- Experienced in piloting new programs and responding to changing opportunities and challenges.
- Strong organizational skills in communications, program planning, data collection and reporting.
- Commitment to the mission of AHC and the ability to work independently required.
- Proficient in Microsoft Office applications including Word, Excel, and PowerPoint. Database experience preferred.
- Spanish, Amharic or other relevant second language fluency strongly preferred.

Working at AHC:

Resident Services Team may work remotely on Fridays. To meet programming needs, Resident Services staff should be available to work outside of the normal business hours.

AHC is committed to promoting Equity in our work. Systemic inequity is a reality. As such, central to our mission is that we address it in whom we hire, how we engage with the community, and with whom we partner. We strive to advance initiatives that promote more equitable access to resources for residents and neighborhoods served by AHC, and we will accelerate our mission by advancing diversity, equity and inclusion among our industry peers and business partners.

How to Apply:

For immediate consideration, please email your cover letter and resume to jobs@ahcinc.org. Please make sure to submit a cover letter when applying.

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