

OVERVIEW

Jobs Partnership equips men and women who have been overlooked or underserved with pathways to meaningful work and flourishing lives—grounded in biblical principles. For over 25 years, we've helped participants discover their God-given purpose, develop essential life and work skills, and connect to meaningful employment opportunities through the support of dedicated volunteers, church partners, and community organizations.

We're seeking a mission-minded and relational Program Director, reporting to the Senior Director of Operations, who is passionate about transforming lives through faith, work, and community. This leader will serve on the Leadership Team and provide strategic oversight and operational excellence across all programs, including LifeWorks, ensuring they reflect our biblical foundation and deliver measurable impact. The Program Director will serve as both a visionary and hands-on leader, aligning people, processes, and partnerships to advance the mission of Jobs Partnership. This leader ensures the successful delivery of all program components through effective stakeholder management, church partnerships/participation, volunteer recruitment/engagement, and robust program evaluation.

A key focus of this role will be to lead the recruitment and relationship management of church partners that provide essential facilities, financial support, and volunteer engagement. Equally important, the Program Director will oversee the entire volunteer lifecycle—from recruitment and training to engagement, recognition, and long-term development—ensuring volunteers are equipped, valued, and growing in holistic participation through prayer, service, learning, giving, and sharing.

At the heart of this role is a calling to build and nurture relationships with churches and volunteers—the lifeblood of Jobs Partnership's mission. By uniting these partners around a shared vision of faith and transformation, the Program Director will help create pathways for lasting change, empowering more people across Central Florida to experience the dignity of work and the hope of a flourishing life in Christ.

CONTRIBUTION

The Program Director leads the strategic direction, execution, and continuous improvement of all Jobs Partnership programs and volunteer life cycle, ensuring alignment with the organization's mission. This role strengthens impact through effective stakeholder management, church partnerships, volunteer engagement, and program excellence.

PRIMARY RESPONSIBILITIES

- Provide strategic leadership in the development and implementation of all program content and initiatives, ensuring alignment with organizational goals, biblical principles, and measurable impact.
- Develop and execute strategies for recruitment, engagement, and long-term development of church partners that provide facilities, financial support, and volunteer recruitment assistance. Partner to strengthen and sustain relationships with community, business, and educational partners to expand program reach and impact.
- Design and implement comprehensive strategies for the volunteer lifecycle—including recruitment, training, engagement, recognition, and ongoing development—to cultivate a committed and spiritually growing volunteer base actively engaged through prayer, service, learning, giving, and sharing.
- Oversee the development and delivery of all curriculum and program events, ensuring quality, consistency, and operational excellence.
- Lead, coach, and develop staff; monitor key performance indicators (KPIs) to evaluate program success, drive accountability, and support continuous improvement.

SKILLS REQUIRED

- Must have strong leadership, communication, and organizational skills.
- Must be able to build partnerships with churches, volunteers, and community organizations.
- Must demonstrate strategic thinking, decision-making, and the ability to manage multiple priorities.
- Must be able to motivate and develop staff and volunteers toward high performance.
- Must exhibit emotional maturity, creative problem-solving, and flexibility to navigate changing and challenging situations.

EDUCATION/KNOWLEDGE REQUIRED

- Bachelor's degree in social Impact, Social Work, Management, Nonprofit Management, Human Resources, Leadership Development, or related field (Master's preferred).
- 7–10 years of leadership experience in social impact, volunteer engagement, community engagement, or skills development training.
- Knowledge of Biblical principles and ability to integrate a Christian worldview into leadership and program management.
- Experience leading training programs, volunteer engagement, and/or event planning with churches.
- Understanding of generational and situational poverty and its impact on workforce development.

GOALS

- Establish and maintain active church partnerships providing facilities, funding, and volunteers.
- Increase volunteer retention and engagement.
- Improve participant success outcomes (graduation and job placement rates).
- Implement program process improvements resulting in measurable operational efficiency gains.

SCHEDULE

Full-time, typically Monday–Friday, 8:30 AM–5:00 PM, with flexibility for evening and weekend events and meetings.

COMPENSATION

Starting Salary: \$65,000 - \$77,000 annually
Annual Incentive Plan: up to 8% of annual salary
Full Benefits Package, including 5% 401k match