

Mobile Resource Program Manager

Full Time, Boise, Idaho

Who We Are

Big Brothers Big Sisters of Idaho is on a mission to create bright futures through mentorship. We hold a vision that every young person will graduate from high school with a plan for their future and a mentor whose impact will last a lifetime.

We are a dynamic, mission-driven team of professionals who are empowered, engaged, and ambitious. We are deeply committed to making a measurable difference in our community, through our community. We work collaboratively and boldly, never afraid to challenge the status quo if it means a better future for Idaho's youth.

Recently, we earned national recognition as an award-winning affiliate among the 250 Big Brothers Big Sisters organizations nationwide. Our agency has brought connection, growth, and life-changing impact to Idaho since 1980, primarily in the Treasure Valley. Now, with the launch of our new mobile resource unit, The Mentoring Machine, we are ready to expand our footprint and bring mentorship access to young people across neighboring counties. Big things are on the horizon, and we are looking for a passionate leader to help us get there.

The Opportunity

We are looking for an entrepreneurial-minded individual to pioneer our Mentoring Machine programming.

Your primary goal is clear and impactful: launch two brand-new mobile mentoring programs from scratch, establishing one in each of our target expansion communities. This role is perfect for a self-starter who thrives on autonomy, creativity, and relationship-building. You can expect to spend at least 50% of your time out in the field, traveling to new communities to recruit volunteers, onboard local partners, and run activities directly from the mobile unit. The rest of your time will be spent collaborating with the team in our Boise office, mapping out strategy, and managing program logistics.

If you are a collaborative builder with a head for growth, a heart for service, and the resilience to navigate the trials and triumphs of launching a program from scratch, we want to hear from you.

What You'll Do

As our "on the ground" representative, your day-to-day will focus on two core areas:

Program & Community Building

- Design and launch mobile programming that blends agency standards with local community flavor.
- Establish strong, trusting partnerships with schools, local businesses, and rural community leaders.
- Connect with potential volunteers and advocate for the power of youth mentorship.



On-the-Ground Execution

- Lead engaging activities for youth and families directly from The Mentoring Machine.
- Drive programming efforts in expansion areas, balancing independent field work with regular collaboration back at the Boise office.
- Manage basic tracking and grant reporting to measure the program's growth and impact.

What You Bring

- **A Foot in Both Worlds:** A mix of adult professionalism—ready to share our mission with new and existing stakeholders—and a high-energy, kid-friendly demeanor—you must genuinely love working with youth.
- **Community Connection:** An understanding of rural communities, ideally with existing regional connections.
- **Adaptability:** Comfort working in an evolving environment with the flexibility to pivot when plans meet reality.
- **Execution Skills:** Stellar follow-through, strong organization, and clear communication skills.
- **Language Skills:** Bilingual in Spanish is a plus.
- **The Essentials:** A Bachelor's degree or 4+ years of experience in program management, nonprofit leadership, or a related field. A valid Idaho driver's license, a clean driving record, and current vehicle insurance are required.

What's in it For You

We believe taking care of our team is just as important as taking care of our mission. Your total compensation includes a salary range beginning at \$45,000 (DOE) plus a comprehensive benefits package valued at an additional \$8,000-\$12,000:

- **100% Company-Paid Health Coverage:** Medical, dental, and vision insurance at zero cost to you.
- **Retirement Security:** An IRA with a company match to invest in your future.
- **Student Loan Forgiveness:** We are a qualifying employer under the Public Service Loan Forgiveness (PSLF) program.
- **True Work-Life Integration:** Generous PTO, flexible daily scheduling, work from home opportunities, and a casual "dress for your day" culture.
- **Extra Time to Unplug:** In addition to federal holidays, we feature two annual paid week-long holiday shutdowns so the entire team can rest.

To Apply: Please send your resume and a cover letter detailing why you are the perfect fit to Hillary at hillary@bbbsidaho.org.

This expansion role is made possible through dedicated grant funding. While employment is tied to the availability of these funds, our team is committed to the long-term growth and sustainability of the Mentoring Machine program across Idaho.

All BBBS employees must successfully pass a comprehensive background screening, which includes a Motor Vehicle Check and fingerprinting.

Big Brothers Big Sisters of Idaho is committed to our community and creating relationships that grow our connectedness and provide opportunities for all.

