

YOUTH PROGRAMMING SPECIALIST

Best known for organizing the acclaimed annual DICK'S Sporting Goods Pittsburgh Marathon, P3R also organizes a variety of other high-quality races, training runs, and health and fitness programs throughout the Pittsburgh region.

The P3R Youth Programming Department connects young people with the larger Pittsburgh regional running community. This position is responsible for launching and leading strategies that results in getting kids moving and ready for race day.

Duties and responsibilities include but are not limited to:

Building strong connections with schools and community groups to establish and maintain Kids of STEEL sites and recruit youth runners for P3R events:

- creates and leads strategies and activities for program growth
- tracks activities and outcomes
- assists in developing content for social media
- conducts site visits and guest coaching as needed

Volunteer recruitment and volunteer management:

- provides excellent customer service and support to our volunteers
- seeks frequent feedback from volunteers and leading continuous process improvement
- works with volunteers to increase community visibility

Designing and executing community outreach events that activate current and new stakeholders:

- works with department staff to increase community visibility through training events, group runs, school assemblies, activity fairs and other events
- works with P3R staff on race events, fundraising events, and other community facing events

Required qualifications:

- Enthusiastic and relationship-oriented
- Desire to work with children and volunteers from all backgrounds
- Ability to work independently and within a team environment
- Ability to adapt quickly to changing priorities
- Availability to work some nights and weekends
- Bachelor's degree and three years of work experience in a related field
- Pennsylvania Child Abuse History Clearance, Pennsylvania State Police Criminal Record Check, FBI Criminal background clearance, valid driver's license

To Apply: Please send cover letter and resume to HR@p3r.org