



Pathways Manager

Reports to: Youth Development Director

Location: 657 Middlesex St, Lowell, MA 01851

Salary/Hourly: \$50,000 to \$58,000

Job Type: Full-time, exempt, 40 hours per week

Overview/Position Summary

The Pathways Manager is responsible for overseeing the planning, development, implementation, and evaluation of a broad range of programs within the Pathways Department. This role provides leadership, supervision, and support to part-time staff and volunteers, while driving strategic initiatives that expand and enhance teen experiences. The Manager will design and deliver innovative program opportunities with a strong focus on youth voice, leadership, workforce development, college and career readiness, and meaningful partnerships that broaden access to resources.

Responsibilities/Skills and experience relevant to this position:

- Excellent written and communication skills.
- Proficient computer skills along with ability to learn and utilize multiple platforms.
- Attention to detail, willing to learn and have strong organizational skills.
- Interest in working with multicultural teams with diverse constituencies.
- Ability to create curriculum and programming for teens ages 14-18
- Ability to manage multiple tasks and to develop solutions to problems with limited supervision.
- Strategically plan Pathways program objectives that meet the organizational goals and mission of ending generational poverty.
- Evaluate programs and establish curriculum with clearly defined goals and metrics to achieve high-quality teen programming on an ongoing basis that meets members' needs and addresses their gender and cultural diversity.
- Build and continue partnerships with local, state, and national stakeholders to consistently exceed the previous year's outcomes and objectives.
- Research and distill best practices for teen success and ensure implementation in day-to-day programs.
- Train and provide resources to the pathways team to ensure they are prepared to deliver high-quality programs.
- Sustain and build workforce programming for teens between the ages of 14-18.
- Responsible for ensuring the Pathways program and activity expenditures are within the approved budget.
- Maintain a high energy level and be comfortable performing multifaceted projects in conjunction with day to day responsibilities.
- Group leadership skills including understanding of group dynamics.
- Other duties assigned by the supervisor.

Qualifications

- Must support Club values: teamwork, fun, integrity, commitment and excellence.
- Must have supervisory experience.
- Three-year minimum of work experience.
- Education: Bachelor's degree or equivalent work experience.
- Authorized to work in the U.S.
- MA or NH Drivers license and good standing driving record
- Able to drive Club vehicles.
- Ability to manage and supervise members age 8 to 18 in a safe environment.
- Ability to work in an environment with loud noises.



- All staff are required to undergo training, which includes but is not limited to topics related to safety, emergency response and child abuse prevention.
- Age requirement: 21+
- Bilingual/Bicultural preferred.
- Ability to lift 50 lbs, ability to use stairs, write clearly, speak clearly & hear spoken words.

Benefits:

- Paid time off, Medical, STD/LTD, Employee Assistance Program, Life Insurance, Training, etc. – for a full list of benefits, please see our website.
- Work schedule – 10:00 to 6:00 pm, 11:00-7:00 pm or 12:00 to 8:00 pm - No weekends (special events excluded).
- Values and mission driven organization.
- Interaction with positive, community-minded team, along with amazing young people.

How to respond

- Please submit your resume to Shirley Pimentel shirley.pimentel@lbgc.org.

Our Hiring Process and Timeline

- We will review the applications on a rolling basis until the position is filled.
- We will conduct short phone interviews and begin in-person interviews .
- We would like to have selected the candidate by September 19, 2025.

Equity Statement

The Boys & Girls Club of Greater Lowell is committed to fostering a safe and inclusive workplace, with staff and volunteers who can help us achieve our vision of ending generational poverty. We continue to prioritize candidates who possess the skills and experience necessary to serve our youth effectively. Candidates should reflect our organizational values of commitment, excellence, fun, integrity and teamwork.

The Boys & Girls Club of Greater Lowell is an Equal Opportunity Employer. We strongly encourage candidates from all backgrounds to apply. The Boys & Girls Club of Greater Lowell will provide reasonable accommodations in the hiring process.

Disclaimer

The information presented indicates the general nature and level of work expected of employees in this classification. It is not designed to contain, or to be interpreted as a comprehensive inventory of all duties, responsibilities, qualifications and objectives required of employees assigned to this job. All offers of employment are contingent on results of a reference and background check.