



Neighborhood Leadership Development Program

Program Coach Scope of Services

The Neighborhood Leadership Development Program (NLDP) is a fourteen-year-old program that uniquely develops the diverse leadership abilities of engaged Clevelanders who are committed to creating a city and region which works for everyone. NLDP is a program of the Jack, Joseph and Morton Mandel Foundation.

NLDP is comprised of three interlocking program facets. The program's core curriculum is an eleven-month sixteen-session leadership training and development program. Secondly, NLDP manages a multi-layered graduate support program. It's third facet is the provision of consistent program coaching for participants and graduates of the program. All program coaches are retained as part time consultants.

Reporting to the Program Director and Lead Coach, the Coach is responsible for providing individual coaching to participants and graduates and will carry out the following responsibilities.

The Program Coach:

- Provides individual coaching to assigned NLDP participants including one coaching session between each program curriculum session.
- Provides coaching sessions to NLDP Graduates as requested.
- Attends all sixteen Saturday NLDP group sessions and participates as appropriate.
- Assists the Lead Coach in administering and reviewing the Kolb Learning Styles Inventory and the Korn Ferry Emotional and Social Competency Inventory.
- Attends and provides feedback regarding the cohort at program internal debriefing sessions.
- Advises the Lead Coach on the progress regarding assigned participants and provides data to lead coach for reporting purposes as requested.
- Assists in any other areas of participation requested by NLDP.

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Qualifications:

- Preference will be given to applicants with formal coaching experience.
- Master's degree preferred with emphasis in organizational development, psychology, nonprofit management, social work and/or education.
- Two or more years of experience in coaching, working within community organizations and/or schools preferred. A working knowledge of organizations within Cleveland and its inner ring suburbs.
- Have a working knowledge and understanding of leadership development coaching methods and procedures.
- Extremely strong organizational, writing, verbal, and interpersonal skills.
- Experience working in racially, ethnically, and socioeconomically diverse urban communities preferred.

Email your Cover Letter, Resume and three (3) References to: skluk@nldpcleveland.com no later than 5:00 pm on May 5, 2021.

For more information about NLDP go to www.nldpcleveland.com

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The mission of the Jack, Joseph and Morton Mandel Foundation is to contribute to the flourishing of the United States and Israel as just, inclusive, compassionate and democratic societies, and to improve the quality of life of all citizens in both countries. The Foundation's major areas include leadership development, management of nonprofits, humanities, Jewish life and urban engagement.

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