



**DreamYard**  
**Chief Operating Officer**  
New York, NY



## About DreamYard

DreamYard, founded in 1994, is a Bronx-based organization that collaborates with youth, families, and schools to build pathways to equity and opportunity through the arts, social justice pedagogy and digital and connected learning. DreamYard's yearlong arts programs develop artistic voices, nurture young peoples' desire to make change, and cultivate the skills necessary to reach positive goals. By committing to sustained learning opportunities along an educational pathway, with 45 partnering public schools K-12th Grade, with our own DY Prep HS School and at the DreamYard Art Center in Morrisania, DreamYard supports young people as they work toward higher learning, meaningful careers and social action. We seek to be effective locally while having a national impact through partnerships, collaboration and learning exchanges.

### Anti-racism Commitment

At DreamYard, we commit to being an anti-racist organization. We lead with race because we operate in a country founded on the genocide of Indigenous people, the enslavement of African people, and the oppression of countless others. We acknowledge the role this history plays in perpetuating inequity and dominant white culture. See below for DreamYard's full anti-racist commitment.

### The Community

DreamYard is focused in the Bronx, a borough that possesses incredible cultural, human and economic assets. In addition to work throughout the Bronx, DreamYard partners with local, national and international communities using the arts to build bridges to opportunity. The organization believes that the arts are a necessary part of developing our local assets to their greatest potential.

## Position

Reporting to the Co-Executive Directors, the Chief Operating Officer will collaborate closely with the Leadership Team to: build and manage consistent, equitable systems to support DreamYard growth and extend the breadth of the DreamYard Effect; ensure that internal systems are integrated and drive excellence for the Program teams; lead the Finance and HR teams so that DreamYard remains an excellent and attractive place to work, vision and thrive; and engage in strategic planning and visioning to support DreamYard's organizational goals.

This leader will oversee a cross-functional team of 8 direct reports across HR, Finance, and Programs to drive cross-functional coordination and ensure that DreamYard's fiscal, operations, HR, technology, and programmatic strategies are effectively implemented and aligned with organizational goals.

## Responsibilities

### Programs, Operations, HR & Finance

- Serve as a thought partner to drive cross-functional coordination and strengthen operational efficiencies across all DreamYard programs.
- Oversee team leaders in the Finance, HR, and Program departments to ensure teams are working seamlessly and in alignment with organizational priorities and available resources; create a balanced workload among all team members in each department.
- Facilitate cross-departmental collaboration and strengthen internal communications with staff throughout the organization; promote a positive work environment that supports consistency throughout the organization's strategy, operational methods, and data collection needs.
- Create systems that strengthen and align staff accountability to organizational goals.
- Partner with the Director of Finance to streamline finance operations, including invoicing, integration of development and finance reporting, audit and budgeting processes.
- Partner with the HR Director and Program Leaders to systematize and streamline systems including hiring, onboarding, professional development and management systems.

### Organizational Development

- Lead organizational goal setting in partnership with the Leadership Team, HR, Finance and Program Leaders to ensure systemic alignment on operations related to program development and execution.
- Provide strategic guidance on areas of improvement across the organization as it relates to best practices for operational efficiencies as well as meeting structure and Leadership Team decision-making.
- Continually assess DreamYard programmatic functions to identify opportunities for how it can strengthen its impact in a strategic, sustainable, and efficient way.
- Develop processes and systems to support essential program relationships, including with schools, school leaders, families and Bronx partners.
- Develop and support program metrics and impact measurement processes consistent with DreamYard's race equity and social justice based core values.

## Qualifications

- Bachelor's degree in business or related field.
- 5-years of executive level operational experience required.
- Organizational leadership experience in nonprofit management & operations is a must; leadership experience within arts education and/or youth development is a plus.
- Exceptional executive presence, business acumen and presentation skills.
- Cultural competency and ideological alignment with DY values of racial justice and equity is a must.
- Strategy and systems-oriented leader with demonstrated experience strengthening an internal infrastructure to support a mission.
- Ability to set clear priorities, delegate, and guide investment in people and systems; keen analytic, organization and problem-solving skills to support and enable sound decision making.
- Excellent management skills that encourage creativity & collaboration; a team leader who can positively and productively impact strategic and tactical initiatives.
- Creativity, open-mindedness, and adaptability; a leader who can make space for innovation as well as reasoning and practicality.
- Humility, patience and flexibility.
- An empathetic, people-person with excellent interpersonal and communication skills.

## Compensation & Benefits

This is an outstanding opportunity for a highly motivated professional to join a highly respected organization. DreamYard is prepared to offer a very attractive compensation package, including a competitive base salary of \$125,000-\$150,000, as well as:

- Health and dental benefits package
- 403b retirement plan with employer match
- No-Limit discretionary PTO Plan
- Wellness Philosophy: Sabbatical Program, Artistic Leave, Health and Wellness Supports and Programming for all employees
- Learning Community: Vibrant and effective learning philosophy and program for all employees

DreamYard is committed to the principles of arts education, educational reform and social justice, and fashions its programs to specifically address the needs of urban communities that are typically underrepresented because of race, sex, ethnicity, and socioeconomic status. Accordingly, we welcome and encourage applications from a diverse range of individuals. Bronx-based and Spanish-speaking applicants are strongly encouraged to apply. DreamYard Project, Inc. employs without regard to race, sex, sexual orientation,

religion, national origin, age, disability, or any other attribute not related to superior performance.

**We are intentionally building a path toward racial equity by:**

- Challenging oppression and its intersections
- Using art and education as a platform to offer a hopeful vision of the future
- Identifying and uplifting the power and cultural assets that exist within our community of educators, artists, dreamers, young people and life-long learners
- Encouraging the principles of justice, unity, equity, creativity, and joy
- Transforming policies, procedures, practices, and programs (for example: striving for transparency and equity in pay and compensation structures regardless of race, culture, gender, ethnicity, creed, etc)
- Understanding our staff, community members and partners are at different levels on the anti-racist continuum and embracing that we all have a place in this work

This position description is based upon material provided by DreamYard, an equal opportunity employer.

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