


Rifka Levens

Youth Program Director

Dedicated Youth Program Director with 5 years of experience in designing, implementing, and managing engaging programs for children and adolescents. Adept at fostering a supportive and inclusive environment, promoting personal growth and development, and building strong relationships with community partners. Proven track record in staff management, budget oversight, and program evaluation to ensure the continuous improvement and success of youth initiatives. Passionate about empowering the next generation to reach their full potential.

rifka.levens@gmail.com 

(111) 302-6845 

1234 Desert Lane, Phoenix, AZ 
85016

Education

Bachelor of Arts in Youth Development and Leadership at Arizona State University, Tempe, AZ

Aug 2014 - May 2018

Relevant Coursework: Child and Adolescent Development, Program Planning and Evaluation, Youth Leadership and Advocacy, Community Engagement, Mental Health and Well-being, Social Justice and Equity, and Positive Youth Development Strategies.

Links

[linkedin.com/in/rifkalevens](https://www.linkedin.com/in/rifkalevens)

Skills

Budgeting



Curriculum Development



Conflict Resolution



Team Building



Event Planning



Microsoft Office



Time Management



Employment History

Youth Program Director at Arizona Youth Partnership, AZ

Mar 2023 - Present

- Developed and implemented a comprehensive youth program that served over 5,000 Arizona teens annually, resulting in a 25% increase in program participation and a 90% satisfaction rate among participants and their families.
- Successfully secured \$2 million in grant funding and donations over a three-year period, enabling the expansion of program offerings, increased staff support, and enhanced resources for participants.
- Established strategic partnerships with over 50 local schools, community organizations, and businesses to provide additional resources, mentorship, and support for program participants, contributing to a 30% increase in high school graduation rates among program attendees.

Assistant Youth Program Director at Boys & Girls Clubs of Greater Scottsdale, AZ

Sep 2018 - Jan 2023

- Successfully managed and coordinated 15+ youth programs and events, resulting in a 25% increase in overall program attendance and positive feedback from both parents and participants.
- Implemented a new system for tracking program outcomes and participant progress, leading to a 20% improvement in data accuracy and streamlined reporting for grant applications and organizational assessments.
- Developed and facilitated training for 30+ staff members on best practices in youth development, leading to a 40% increase in staff retention and improved program quality.

Certificates

Certified Youth Development Specialist (CYDS)

May 2022

Certified Program Planner (CPP)

Aug 2020

Memberships