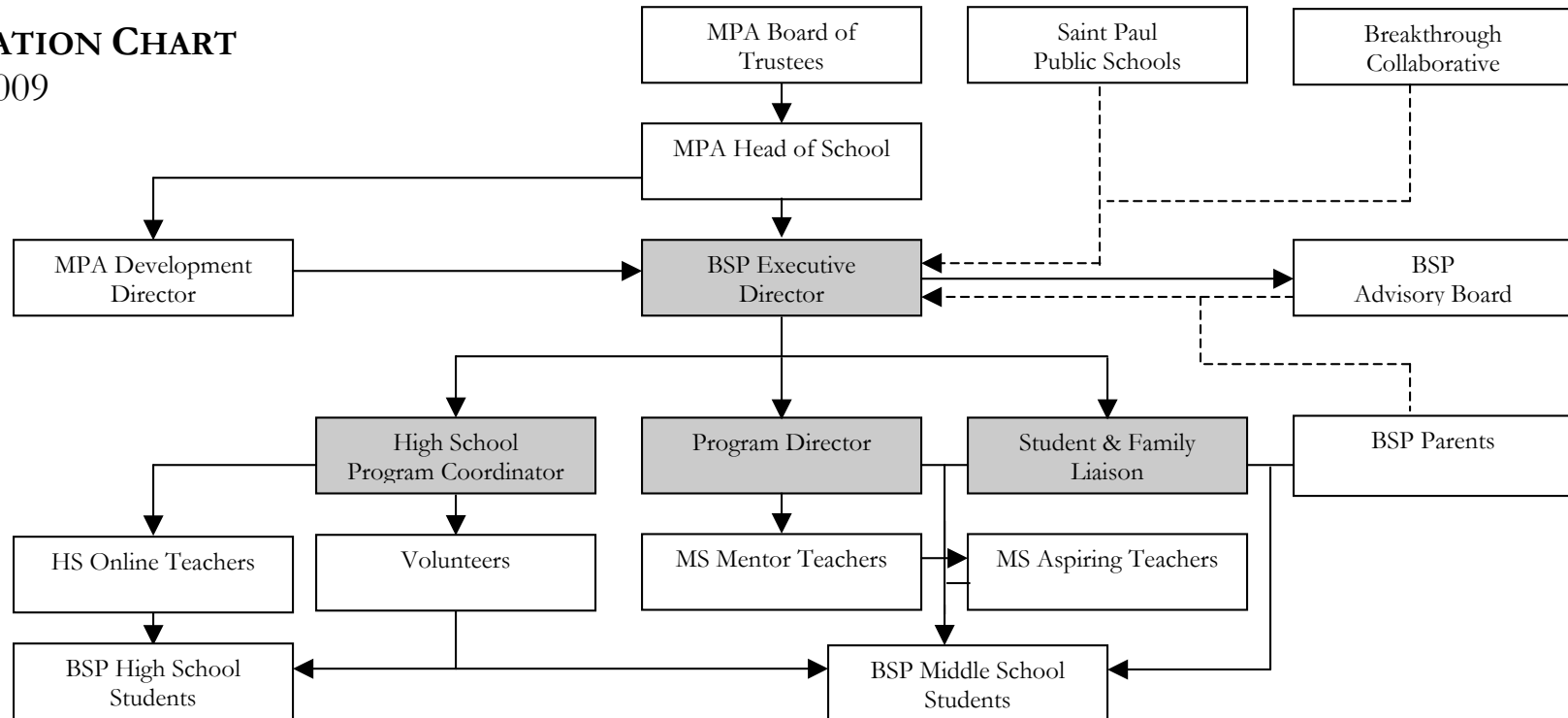


ORGANIZATION CHART FY 2008-2009



Staff Position Descriptions

Executive Director

- Lead strategic planning
- Manage finances and fundraising
- Build strong partnerships
- Manage the BSP staff and office
- Oversee all marketing initiatives
- Oversee program evaluation
- Create "Access Opportunity" Initiative with City of Saint Paul

Program Director

- Provide academic leadership for middle school program.
- Recruit, select, train, and support aspiring teachers
- Recruit, hire, and manage mentor teacher team
- Stay in touch with former teachers
- Implement teacher evaluation plan

Student & Family Liaison

- Build student/parent relationships
- Recruit, select, and support BSP middle school students
- Support student success in SPPS honors courses
- Coordinate student logistics during summer and school year program
- Implement middle school student evaluation plan

High School Program Coordinator

- Support students success in SPPS honors course
- Develop and supervise BSP high school enrichment programming
- Coordinate BSP volunteers
- Implement high school student evaluation plan
- Maintain alumni connections.

