

Program Director Performance Profile

Program Director Skills:

- Working with others: regularly will review staff program teaching quality, and be proactive to making improvements that may be activity-specific or teaching-skill oriented. Designs mid-summer trainings and reminders, and keeps motivation high.
- Revels in opportunities to examine processes and offer intentional improvements across a wide spectrum of programming
- Actively builds positive and communicative relationships with every member of the community to invite a collaborative atmosphere
- Love for working with and teaching children in a safe, fun, and intentional manner
- Efficient and detail-oriented: looks ahead through the summer and identifies tasks and needs with priority-insight and a logistics perspective
- Innovative and creative; constantly devising effective ways to offer more logistical support to the camp community and executing them at a high quality
- Expert at delegation, combined with willingness to offer support to any realm of camp as needed

Program Director Tasks:

Note: as a year-round position, off-season and main season tasks are quite different. The list below includes the majority of important tasks for both off-season and main season.

- Has a wide view lens: will oversee 150+ activities - reviewing, evaluating and improving upon the camper experience
- Manages budgets for all program areas, ordering at the beginning of the summer for all activities and then rarely again throughout.
- Leads the design and execution of three-and-a-half week staff training program pre-summer
- Designs and implements weekend programming with the Village Leaders and Master of Fun and Games.
 - Fosters new ideas from staff, and uses the knowledge of each individual to spot opportunities for new programming ideas.
 - Ensures alignment between weekend programming and overall Augusta philosophy of wish, wonder and surprise.
- Benchmarking and feedback: looks at other programs, camps, schools and brings in new ideas, and better ways to do things; manages and organizes valuable information from various feedback sources (camper evals, staff evals, focus groups, etc.)
- Responsible for oversight of some satellite camp programs, including EQ and Wilderness. Communicates directly with the directors of those program areas to ensure smooth functioning across the board.
- Engages with the rest of the camp community to offer fun, memorable experiences even beyond the realm of the PD
 - Teaching activities, auction prizes, special wake-ups, cabin activities, playstations
- Manages a variety of logistical procedures and tasks, such as creation of/ordering t-shirts, county regulation compliance, etc.
- Supports domestic and international hiring efforts throughout hiring season