

GREAT CAMP SAGAMORE

Job Title: Director of Programming

Location: Great Camp Sagamore, Raquette Lake, NY

Position: Full-time, year-round

Salary: starting at \$44,000-\$50,000 depending on experience, on-campus lodging & meals, health & retirement benefits

This position is immediately available and remains open until filled.

Great Camp Sagamore is committed to creating and sustaining a diverse, inclusive, and equitable work environment that empowers all staff members to grow and to be active within decision making spaces. We are committed to ensuring an anti-racist culture and a work environment free from discrimination and harassment. Great Camp Sagamore will not discriminate based on gender, gender expression, sexual identity, sexual orientation, race, class, color, age, caste, ethnicity, first language, religion or belief, or family, marital, parental, military, or veteran status in any aspect of employment including recruitment, hiring, promotions, discipline, terminations, wages and salary, benefits, training, and professional development.

Working at Great Camp Sagamore

Great Camp Sagamore, a National Historic Landmark, is at the core of the nationally renowned Great Camps of the Adirondacks. Located in one of the most remote areas of the Adirondack Park, Sagamore is today an educational non-profit institution dedicated to teaching the public about Great Camp history and about the interdependence between people and the environment.

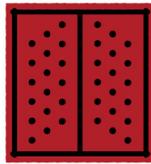
Great Camp Sagamore employs a small year-round group of 8 staff members and an additional 22 staff members during our season (May-October). We have a collaborative work environment where all staff members are expected to lead by example, to work closely together in a positive and enthusiastic manner, and to foster a safe, encouraging, and enjoyable workplace for everyone.

Staff members work with, have meals with, and communicate with our guests so they feel like a part of the Sagamore community. Guests come from all over the world to take our tours, to participate in educational programs, to get married, host family reunions, and to enjoy concerts.

Position description

Great Camp Sagamore is looking for a year-round, full-time Director of Programming who will lead the expansion of our program offerings, which is at the heart of the organization's mission and is responsible for a major portion of the annual revenue. We have a strong core of outdoor, environmental, musical, arts, and family programming, and we are looking for a visionary individual who, through innovation and creativity, will help broaden our programming partners and the types of programming held at Great Camp Sagamore. We value inclusivity and belonging and are looking for someone who can help broaden the communities we serve.

The Director designs, implements, oversees, and evaluates all programming, working in partnership with other senior staff. Programs at Sagamore are developed both by Great Camp Sagamore and partner organizations. This position is also responsible for the overall administration of Sagamore's programs. This includes calendar development, contracting with



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outside instructors, internal and external program coordination, seasonal staff including an Assistant Program Director, recruitment, hiring, training, and other duties related to preparing for and wrapping up the season.

From May - October, we work in a fast-paced environment and need someone who likes finding opportunities and overcoming challenges under such conditions. Guests are present 24/7, and as a publicly facing staff member, this person will also help ensure high quality customer service for guests during the day.

This position requires residency at or near Great Camp Sagamore during the season. Lodging provided to staff is basic but private and comfortable, with possible shared bathrooms. Sagamore is a National Historic Site built to meet the needs of an early 20th century environment. The office is therefore not air-conditioned and meals are taken with other employees and guests in a common dining hall. From November - April, year-round staff work from home.

Specific Preferred Skills and Experiences

- Bachelor's degree or equivalent plus a minimum of 3-5 years of experience in program design, development, and administration, preferably at a publicly facing organization
- Excellent communication, writing, and in person & virtual presentation skills
- Strong computer and online skills: MS Office (Word / Excel/Powerpoint), Google Drive, internet savvy, social media skills
- Strong organizational skills and attention to detail
- Strong project management skills

Physical requirements. While in residence, employees should be able to walk throughout the rustic camp complex and carry necessary files and equipment up and down two flights of stairs.

Benefits. All meals during the season are provided by Great Camp Sagamore in the Dining Hall, and staff have full use of the camp's amenities, including the Boat House and the open-air bowling alley. Staff members' friends and family members may enjoy tours, meals, and overnight accommodations at reduced costs. This position will be eligible for health benefits after 3 months and retirement benefits after 1 year.

How to apply

1. Send your resume and cover letter to employment@greatcampsagamore.org.
2. The hiring team will review your application and contact you to let you know whether you will be moving forward in the process.
3. Applicants we would like to get to know further will be invited to participate in the interview process, which will include phone and in-person (safety permitting) or zoom interviews.
4. We will send the selected person an offer letter and new-hire information.

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