



## DIRECTOR OF PROGRAMS Job Roles and Responsibilities

### THE ART EFFECT

The Art Effect is a community-based, multi-arts educational center offering a wide range of creative, educational, and culturally-enriching programs to diverse audiences throughout the Hudson Valley. It was born from the merger of three long-standing arts education and youth development agencies in Poughkeepsie, NY: Mill Street Loft, Spark Media Project, and Barrett Arts Center. The Art Effect, now fully merged, empowers youth to develop their artistic voice to shape their futures and to bring about positive social change. We are the largest arts education nonprofit in the region, serving 3,000 youth each year through portfolio development programs, workforce development programs in the arts and media, school residencies, summer camps, arts-for-healing programs, and many other unique programs.

The Director of Programs is responsible for researching, planning, developing and evaluating The Art Effect's programs and projects. They ensure that all programs are delivered on time, within budget, and according to quality standards. This is a senior-level position, overseeing other program directors and managers. Their responsibilities include the following:

- Hire, train and mentor program staff.
- Lead group discussions to answer questions and remedy complaints.
- Build a strong team through open communication and encouraging collaboration on decision-making responsibilities.
- Initiate and set goals for programs based on the organization's strategic objectives.
- Design and oversee all programs from start to finish, including identifying measurable outcomes and major strategies for implementation, overseeing lesson plans, curriculum development and evaluation.
- Develop and manage program operations and budgets.
- Liaison with community program partners, students & families.

The ideal candidate will have a passion for youth development and the arts, and serve as the lead program administrator of the organization. They will have at least 5 years of experience in program design, development and management. The Director of Programs must be innovative, well-organized, growth-oriented, practical, visionary, and possess a positive attitude.

Compensation: We provide competitive salaries commensurate with experience. Benefits include a generous vacation/paid time off package, and health insurance with options for vision/ dental, and a 401K pension plan.

To Apply: Please email cover letter, resumé, and 3 references to [employment@thearteffect.org](mailto:employment@thearteffect.org). Applications will be accepted on a rolling basis. No phone inquiries will be accepted. Learn more about us at [thearteffect.org](http://thearteffect.org).