



Position Title: **Director of Programs and Community**

Position Type: Full-time year round

Reports to: Executive Director

Location: Fairlee, VT (This position must be on-call and responsive to program needs throughout the year.)

About The Aloha Foundation

The Aloha Foundation is a Vermont-based non-profit organization that provides summer camps, family camps, and year-round education programs emphasizing simplicity, nature, and community. Programs serve a range of campers and participants, from children through adults, individuals, groups, and families. The Foundation focuses on creating community by embracing simplicity and putting a value on meaningful face-to-face connections.

Summary

The Director of Programs and Community leads the development and execution of programs, ensuring safety, excellence, inclusion, and equity. They cultivate partnerships with local organizations to promote diversity in staff and participants, while also managing personnel issues, budgeting, and policy updates to foster an inclusive environment. This role oversees program innovation, staff training, and data-driven assessments to continuously improve program quality and community engagement.

The Director of Programs and Community is a member of the Senior Leadership Team. They are the direct supervisor to the six directors of our core programs, three overnight camps (Aloha, Hive and Lanakila), one family camp (Ohana), one day camp (Horizons) and one year-round educational program (Hulbert) as well as up to two part-time human resources associates.

Key Responsibilities

- Oversee all camps and programs so that each is implemented and managed with safety and excellence and that each director has strong support and guidance.
- Provide leadership, vision and the advancement of a collaborative and coordinated approach to diversity, equity, and inclusion.



- Lead equity and inclusion initiatives across the organization. Continue existing initiatives, and design new opportunities where needed to support a positive culture for all.
- Create innovation within current programs and through new programming to address the current and changing needs of our campers and families.
- Implement staff training and onboarding for seasonal staff and year-round staff.
- Design systems to collect and use data for assessment of program quality, equity and inclusion and plans for continuous improvement.
- Develop and sustain partnerships with local and regional organizations to recruit and retain staff and youth from historically underrepresented groups.
- Oversee the seasonal staff hiring process; continue evolving it to be efficient and easy to navigate.
- Manage real time personnel issues, and related personnel needs with the support of HR professionals.
- Responsible for policy and handbook updates with attention to equity and inclusion policies and compliance with HR laws.
- In collaboration with the Executive Director, develop and closely manage the department budget to achieve the organizational goals.
- Provide on-call support as needed for programs.
- Participate in four in-person board of trustees meetings each year and on an assigned board committee throughout the year.

Qualifications & Experience

- Experienced leader of diverse, high-performing, collaborative, and constructive teams that bring out the best in people.
- 10 or more years of management and supervision experience in camping, education, or related field.
- 5 or more years of demonstrated DEI expertise through facilitation and leadership.
- Alignment with Aloha Foundation core values and mission
- Budget management experience
- Motivated and driven, able to work independently.
- Excellent critical and creative thinker
- Thrives navigating complexity and a fast-paced environment and has a propensity to remain calm.
- Exceptional communication, presentation, prioritization, and organizational skills



- Comfort learning and engaging with technology (including MS Office, enrollment database, budget software, data analytics, etc.)

Interested candidates may apply by sending a resume and cover letter to humanresources@alohafoundation.org. Screening of complete applications will begin immediately and continue until the completion of the search process. While we appreciate all interest in this exciting opportunity, only candidates most closely aligned with our search will be contacted.

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