



Play Rugby USA Senior Program Director

Overview:

We are seeking an enthusiastic Senior Program Director with a passion for youth development and a talent for leading and managing diverse teams to join us as we create a better world through rugby.

The Senior Program Director serves as the overall team leader for all of Play Rugby's programs throughout New York City. He/she plays an integral role in implementing program strategy, ensuring that existing programs and program growth align with overall organizational strategy. He/she is responsible for managing the program budget and achieving program revenue targets, including new business development and providing support in securing both existing and new sponsorships and grants.

The Senior Program Director is also responsible for quality assurance of programs through effective staffing plans and quantifiable tracking and reporting metrics, as well as program design innovation with a youth development focus. He/she will directly manage two Program Directors and indirectly manage the performance of our part-time Youth Development Mentors, reinforcing organizational culture and consistency in programming.

Reporting Structure:

- The Senior Program Director reports to the Executive Director.
- The Senior Program Director manages the Director of Coach Training and Development and Academy Director.
- The Senior Program Director is also indirectly responsible for the performance of the Youth Development Mentors who work in those programs.

Core Responsibilities:

1. Along with the Executive Director, craft and implement a strategic program delivery plan to align with overall organizational strategy and mission.
2. Establish a program assessment strategy to ensure regular evaluation of Play Rugby's program delivery and make adjustments as needed.
3. Ensure that systems and processes are in place to support the successful delivery of high-quality youth development programs, including but not limited to managing the Program Directors and Youth Development Mentors (YDM's), payroll approval and high-quality execution of day-to-day program logistics.
4. Manage the overall program budget and report back regularly to the Executive Director and Board of Directors.
5. Establish and maintain relationships with existing program partners, working collaboratively with the program staff to maintain and build those relationships for future, strategic growth.
6. Lead business development efforts for new program opportunities that fit within the program strategy.
7. Ensure that all team members have access to the resources and support they need to successfully execute their jobs.
8. Work with the Executive Director, Senior Operations Director, and Senior Development Director to maintain the overall health of the organization with a future-focused perspective.



9. Work closely with Senior Development Director to explore and pursue program sponsorship and grant opportunities.
10. Stay connected to Senior Program Directors at peer organizations to ensure that Play Rugby is involved with innovations across the sector.
11. Represent Play Rugby externally at program-related speaking engagements, conferences, and peer organizations.
11. Serve as a member of the Senior Leadership Team.

Required Skills:

1. Exceptional written and verbal communication skills.
2. High-level strategic thinking to position the organization for future success.
3. Ability to lead and inspire a team toward common goals.
4. Demonstrated management skills, both organizationally and in people management.
5. Advocacy skills for team members and programs.
6. Comfort with accountability, both for oneself and for holding others to high standards.

Qualifications:

Bachelor's Degree from an accredited college or university. Plus, 5-6 years of demonstrated experience successfully managing the program team at a sports-based youth development organization. Ability to travel throughout Manhattan, the Bronx, Brooklyn, Queens and Staten Island to visit programs and work flexible hours, including but not limited to nights and weekends.

To Apply:

Please send your resume and cover letter to: jobs@playrugbyusa.com with "Senior Program Director" as the subject line. No phone calls, please!