



KING SCHOOL



DIRECTOR OF AUXILIARY PROGRAMS

Location: Stamford, CT

Post Date: September 2026

Reports To: Chief Financial and Operating Officer

Compensation: \$110,000 to \$120,000 based on experience and qualifications

Application Deadline: November 6, 2026

POSITION OVERVIEW

King School seeks an entrepreneurial leader with a demonstrated record of creating, launching, and growing distinctive educational or community programs. The Director of Auxiliary Programs will combine educational vision, business judgment, and operational leadership to strengthen existing offerings while identifying and developing new experiences that distinguish King in the region. Success will include recognizing emerging opportunities and translating them into programs that deliver meaningful learning, attract participation, and generate sustainable non-tuition revenue.

The Director will lead King's summer programs, after-school and enrichment offerings, and the development of new initiatives that reflect the School's commitment to innovation, belonging, and real-world learning. This leader will bring these efforts together into a cohesive auxiliary enterprise that enhances the student experience, deepens community engagement, creates meaningful connections with prospective families, and extends the King experience beyond the traditional school day and calendar.

Reporting to the Chief Financial and Operating Officer (CFOO), the Director will serve as a close strategic partner in shaping the future of auxiliary programming at King. Together, they will explore opportunities for growth, evaluate new ideas and investments, and build a distinctive and financially sustainable portfolio of programs. The Director will also collaborate closely with academic leadership, Admissions, Athletics, Marketing and Communications, and other colleagues across the School to ensure auxiliary programs reflect and amplify the King School experience.



ABOUT KING SCHOOL

King School is an independent, coeducational day school in Stamford, Connecticut, serving students from PreKindergarten through Grade 12. The School is dedicated to developing students who are confident, engaged, and prepared to thrive in a rapidly changing world. Through a commitment to academic excellence, character, and community, King fosters an environment where students are encouraged to explore their interests, take intellectual risks, and build meaningful connections. The School's vision emphasizes innovation, collaboration, and preparing students with the skills and mindset to navigate an evolving global landscape.

Auxiliary programs play an important role in extending this vision beyond the traditional school day and calendar. Through summer, after-school, enrichment, and other programs, King has the opportunity to create additional ways for students to discover passions and develop skills, strengthen relationships with current families, introduce prospective families to the King community, engage the broader Stamford community, and generate meaningful non-tuition revenue.

STRATEGIC CONTEXT

The Director of Auxiliary Programs will advance King School's vision by:

- Designing programs that extend learning beyond the classroom and cultivate curiosity, creativity, and confidence
- Building experiences that strengthen connection and belonging among students, families, and the broader community
- Creating accessible entry points for prospective families to experience King's distinctive approach to education
- Expanding innovative, mission-aligned programs that reflect emerging interests and real-world skills
- Generating sustainable revenue that supports the School's long-term strategic priorities



POSITION PURPOSE

The Director of Auxiliary Programs is responsible for the strategic development, innovation, operational management, and financial performance of King School's auxiliary programs, including summer programs, after-school and enrichment offerings, and community and facility-use partnerships. The Director builds and manages a portfolio of high-quality, mission-aligned, revenue-generating programs that extend the King experience beyond the academic day and calendar.

Reporting to and partnering closely with the CFOO, the Director combines entrepreneurial thinking, educational vision, business judgment, and strong execution. Together, the Director and CFOO will establish priorities, evaluate opportunities, monitor financial performance, and guide thoughtful investment and growth across the auxiliary portfolio.

Essential Functions

Strategic Leadership, Innovation, and Program Development

- Develop, expand, and manage a cohesive portfolio of summer, after-school, enrichment, and other auxiliary offerings aligned with King's mission and strategic priorities.
- Identify unmet needs, emerging interests, and market opportunities; translate promising ideas into distinctive programs with clear audiences, value propositions, and financial potential.
- Design, pilot, evaluate, and grow new initiatives, balancing creativity and innovation with educational value, feasibility, demand, accessibility, and financial sustainability.
- Build strategic partnerships with outside organizations and providers that bring new expertise, capabilities, or audiences to King while meeting the School's mission and quality standards.
- Partner with academic and divisional leaders, faculty, and other colleagues to develop programs that extend King's educational philosophy and create meaningful learning experiences.

Financial Management and CFOO Partnership

- Partner closely with the CFOO to establish strategic and financial priorities for auxiliary programs and evaluate opportunities for investment, growth, and improvement.
- Develop and manage program budgets; establish pricing, enrollment, revenue, and profitability targets based on market demand and cost of delivery.
- Monitor financial performance and use data to improve offerings, expand successful programs, and revise or discontinue programs that do not meet established goals.
- Collaborate with the Business Office on forecasting, billing, contracts, payment collection, and other financial processes.

Operations & Team Leadership

- Recruit, hire, train, supervise, and evaluate auxiliary program staff, including program leaders, seasonal employees, and part-time instructors.
- Oversee registration, scheduling, staffing, program logistics, and family communication to ensure an efficient, welcoming, and high-quality experience.
- Establish and maintain program policies and procedures consistent with School-wide expectations, including all applicable safety, licensing, and regulatory requirements.
- Coordinate with Facilities and other School departments to ensure spaces, systems, and resources effectively support programming.

Marketing, Enrollment & Community Engagement

- Partner with Marketing and Communications to promote auxiliary programs and strengthen their visibility within King and the surrounding community.
- Collaborate with Admissions and Enrollment Management to create authentic entry points for prospective families to experience King.
- Manage facility-use opportunities and community partnerships in ways that support revenue goals, mission alignment, and campus culture.

Other Responsibilities

This job description is not designed to cover or contain a comprehensive listing of all activities, duties, or responsibilities required. Duties and responsibilities may change, or new ones may be assigned, at any time.

QUALIFICATIONS AND EXPERIENCE

- Bachelor's degree required.
- Relevant experience in auxiliary or summer programs, youth development, education, program or service development, business development, innovation, or a related field; independent school experience is beneficial but not required.
- Demonstrated ability to originate, launch, and grow programs or services from concept through implementation and evaluation, with an entrepreneurial mindset and strong follow-through.
- Strong financial acumen, including experience developing budgets, setting revenue targets, assessing market demand, and tracking financial performance.
- Demonstrated success leading and developing staff and building productive cross-functional relationships.
- Strong organizational, communication, and customer-service skills, with the ability to manage multiple priorities in a fast-paced, mission-driven environment.
- Sound judgment and a commitment to safety, program quality, inclusion, and participant well-being.
- Proficiency with standard technology tools; familiarity with registration, CRM, or program management platforms preferred.

Work Environment and Schedule

- Willingness to work a flexible schedule, including occasional evenings, weekends, and peak summer periods.
- Successful completion of a background check required.

AN INVITATION TO APPLY

This is a unique opportunity to shape a growing and strategically important area of King School's program. The Director of Auxiliary Programs will play a central role in advancing the School's vision by creating meaningful experiences that inspire students, strengthen community, and prepare learners for a dynamic future.

King School is committed to fostering a diverse and inclusive community and encourages candidates of all backgrounds to apply.



TO APPLY

SPARC, the Summer Programs and Auxiliary Revenue Collaborative, is acting on behalf of the school to recruit and evaluate candidates for this position. Candidates should apply online at:

Director of Auxiliary Programs Application

Applications must be submitted by **November 6, 2026**. Your online application will require the following:

- Cover letter addressed to: King School
- Resume or CV
- List of 4 professional references with contact information

Thank you for your interest in this role. You will be contacted upon receipt of your submission. If you have any questions, please contact SPARC at: **leadershipsearch@sparcnational.com**.



SUMMER PROGRAMS
AND AUXILIARY REVENUE
COLLABORATIVE