



## **Chief Operations Officer/Director of Engagement**

The Institute of Play, a design-led non-profit focused on games and the future of learning is looking to add an outstanding Chief Operating Officer/Director of Engagement to their team. The COO would be responsible for directing and managing the day-to-day operations of the organization, overseeing partnership relations, managing a series of external research pilots, and working closely with the Executive Director and others within the organization to maintain a positive culture of innovation and change. The Institute of Play is located in New York City, near Chelsea. [www.instituteofplay.org](http://www.instituteofplay.org)

### **Our core values:**

*Commitment and Care:* Members of IOP team have a strong commitment to work they do and a deep sense of care about why their work matters and whom it impacts.

*Social Life:* Teamwork, collaboration, and the communities that we have helped to build and of which we are part, energize us.

*Diversity:* We value a team made up of people with different backgrounds, skill-sets, experiences, and points of view.

*Positive feedback loops:* We embrace an additive creative process, where no ideas are rejected outright and we build constantly on an inventory of ideas generated by the group.

*Passions:* We believe in the idea of having passionate interests and want to cultivate and support a sense of passion in others, particularly kids.

Ideal candidates should have:

- Experience managing small-scale organizations (8-15 employees)
- Positive attitude with strong collaboration skills
- Excellent social media skills
- Strengths in communicating and working with a diverse team
- Interest in working in a design-based environment with a focus on young people
- Able to research and synthesize information quickly
- Detail-oriented and able to manage a set of projects
- Flexible, independent and willing to pitch-in where needed

Start date: September 2010

Salary: 80k-90k, depending on experience

Full-time position, with benefits

Interested applicants should submit the following materials via email to [\*\*resumes@instituteofplay.org\*\*](mailto:resumes@instituteofplay.org):

- Letter of application in .pdf format outlining your interest in the position and qualifications you would bring to the job
- CV in .pdf format

Names and contact information for 3 references