2020 Director Selection

As a student-run organization, Penn Student Agencies strives to provide ample opportunities to its students. All of the businesses are operated by students – from the leadership and operations team all the way to those students our community interacts with daily. Our business leaders learn everything from team building and strategic decision making all the way to the intricacies of the finances and annual budgets. Many of our student leaders go off to start their own businesses or quickly climb the corporate ladder – all thanks to the experience gained while at Penn Student Agencies.

When applying to be in a Director or Executive Leadership position, applicants are applying generally and not to a specific PSA Division (except for the Executive Suite). Business preferences are collected and considered in the process. Later Interview Rounds are for specific businesses.
Contents

➢ Experience Trajectory
➢ Professional Development & Training
➢ Application Elements
➢ Director Hiring Committee
➢ Job Descriptions
➢ Application Submission Links
Experience Trajectory

**President of Penn Student Agencies**
- Elected by the Board of Directors
- 1-year term & serves as Chair of the Board of Directors
- Worked for PSA for at least 1 full year
- Supervisory of Board of Advisors

**Executive Leadership Roles**
- Titled with “Executive Director” or “Executive VP” or “President”
- Serves on the Board of Directors - Voting Members
- 1-year contracts (Hourly & Salaried per Week)
- Manages and Supervises a PSA Business or Division

**Upper Management Roles**
- Titled with “Director”
- 1-year contracts (Hourly & Salaried per Week)
- Supervises a PSA Business Function and Supportive of Executive Director

**Management- Level Roles**
- Titled with “Manager” or “Vice President”
- Supervision of OR Specialization in a Business Function
- Additional Hours & Pay
- Supervisory of Staff and Supportive of Directors

**Captain - Level Roles**
- Titled with “Captain” or “Shift Supervisor”
- Non-supervisory & Collaboration Oriented (Food Service Exception)
- Specialization in a business function or support area
- Additional Hours & Pay

**Entry-Level Roles**
- Seniority - Level determined based on time spent in role (Junior, Mid-Level, Senior)
- Experiential & Training Oriented
- Client Facing
- Base Pay & Hours
# Professional Development & Training

<table>
<thead>
<tr>
<th>Role</th>
<th>Development Level</th>
<th>Key Skills</th>
</tr>
</thead>
<tbody>
<tr>
<td>Directors</td>
<td>Business &amp; Leadership Development</td>
<td>Fiscal Management, Business Strategies (Marketing &amp; Operations), Networking &amp; Recruiting, Leadership &amp; Data Analysis</td>
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<tr>
<td>Managers</td>
<td>Skill Development</td>
<td>Strategic Prioritization, Organization and Attention to Detail, Management</td>
</tr>
<tr>
<td>Captains</td>
<td>Specialization</td>
<td>Project Management, Execution, Accountability</td>
</tr>
<tr>
<td>Entry</td>
<td>Experiential Exploration</td>
<td>Transferable Skill Building, Communication &amp; Customer Service, Team Collaboration &amp; Accountability</td>
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Applications & Interviews

Application Process

➔ Cover Letter

*Address to “Director Selection Committee”*
◆ Why do you want to be a Director or EVP?
◆ What skills and experience do you hope to gain as a Director or Executive Director?
◆ What are your goals and how will you contribute to your team?
◆ *Executive Suite Applicants*: Why do you want to be in the Executive Suite specifically?
◆ *External Applicants*: Why do you want to work for Penn Student Agencies?

➔ Resume or CV

➔ Tentative Spring Schedule (Include Mandatory Meetings)

➔ November Availability
◆ Weekly Recurring (7 day)
◆ 1 hour minimum slot durations
◆ Please include the maximum open availability

Interview Process

Conducted by Director Selection Committee

*Interviews are not guaranteed.*

**Round 1: Behavioral Leadership**
- Behavioral Round is focused on leadership, decision-making, and goal setting.
- Resume & Cover Letter Focused
- PSA Organization Oriented Interview

**Round 2: Position Specific Case Exercise**
- Case Round is focused on position understanding and responsibilities, problem-solving, and commitment level.
- Skills focused
- Business Specific Oriented Interview
Please click on the job titles below to view the job description!
Business Portfolio - Job Descriptions

No open positions

MARKETING DIRECTOR

EXECUTIVE DIRECTOR

No open positions

Please click on the job titles below to view the job description!
Business Portfolio - Job Descriptions

Please click on the job titles below to view the job description!

EXECUTIVE DIRECTOR
PHOTOGRAPHY DIRECTOR

EXECUTIVE DIRECTOR

No open positions
Application Links

Business Divisions Director Application
Executive Leadership & Director Positions
Questions?

Email

recruiting@pennstudentagencies.com