



Since 1923, LifeCamp's mission has been the innovative teaching of life and academic skills amplified by the unique experiences our rural setting offers and so prepare children from greater Newark to excel.

Job Title: Camp Director

Reports to: The Chair of the Board of Trustees

Job Responsibilities:

1. Primary responsibility for programing and delivery to ensure LifeCamp offers a safe, fun, and academically enriching camp experience to meet the needs of our target populations.
 - i. Design, develop and implement appropriate protocols for measuring and tracking success in delivering life and academic skills that meaningfully impact our camper's lives
 - ii. Retention of seasonal staff and volunteers
 - iii. Remain current on youth development best practices
 - iv. Proactively seek and analyze input from campers, their families, staff, and other key stakeholders regarding the delivery of Camp programming
 - v. Design, develop and implement best practice crisis and risk management procedures
2. Oversee the daily operations of LifeCamp including all aspects of the camper experience, guest programs, camper & staff supervision, food service and health care.
3. Preserve, enhance, and implement the longstanding "Values" Program, a program intended to prepare our older campers for life outside of camp, particularly as they move on to high school.
4. Develop annual camp budget in collaboration with the Executive Director and Board Treasurer.
5. Assist as available the Board, Executive Director and staff in development and fundraising efforts.
6. Collaborate with Executive Director and Property Manager regarding property improvement and maintenance needs to ensure stewardship of current resources as well as the identification of future capital requirements.

Qualifications:

- a. Proven leader with 5 years experience working with youth
- b. Minimum of a bachelor's degree; BA/MA in Counseling (or professional experience counseling youth) preferred
- c. Administrative experience preferred
- d. Demonstrated experience working with populations with a diverse range of experiences and backgrounds

Job Requirements:

This position requires strong leadership, youth development and interpersonal skills. In addition, the Camp Director must adhere to proscribed practices (including but not limited to the safe operation of a summer camp in accordance with federal, state, and local regulations). All candidates must possess the physical ability to move about the property in various environmental conditions.

Additional requirements:

- a. Must be available for full-time employment from the end of June to early August with specific dates to be set annually by January 1 of the camp year.
- b. Responsible for conducting Family as well as Staff & Volunteer Orientations immediately prior to camp opening.
- c. Attend quarterly board meetings.
- d. Meet periodically (as needed) in the off-season with Executive Director, Assistant Camp Director, Program Director, and Office Manager/Property Manager.

2023 Camp Season Dates

Family Orientation Sunday, June 4

Staff Orientation Thursday, June 29

Camp July 3 (closed July 4) through Friday August 11

Please submit resumes to directorsearch@greaternewarklifecamp.org. If you have any questions or concerns, please call the office 973-867-3213.