



Position Title: Day Camp Director - Summerside Camps
Position Status: Part-time, Seasonal Employment
Dates/Times: June 7, 2021 - August 21, 2021/M-F, 7:30am - 3:30pm
FLSA Classification: Non-Exempt
Reports To: Director of Summerside Camps at SCH Academy

Position Purpose

The Summerside Camps Day Camp Director manages the Day Camp program, assisting the Summerside Camps Director in developing curriculum and activities that are current and appropriate for grades PK - 8th. Leads the Day Camp staff in executing the summer programming in a fun and engaging manner. Provides a safe and welcoming community to the counselors, instructors and campers in alignment with the Summerside Camps and SCH Academy missionions. Ability to connect with both youth as well as adults and parents, in a positive and effective way and being able to deliver direction and difficult messages, as needed. Works collaboratively with internal and external groups to ensure the enhancement of the camp operations. Delivers excellent customer service to campers, families, Summerside Staff and SCH employees at all times.

Essential Functions

- Manage and ensure implementation and execution of camp curriculum based on weekly themes.
- Assist in training, supervising, and evaluating staff
- Manage the scheduling of camp activities.
- Utilize SCH's Ropes Course and Rock Wall as needed (training will be provided)
- Practice and implement Summerside Camps at SCH Academy crisis and risk management procedures.
- Ability to step into other Day Camp roles and execute programming as needed
- Supports rules of conduct and creates a warm and welcoming environment.
- Communication with other staff and camp families through weekly meetings, staff briefings and/or written publications
- Maintains order in the classroom and throughout common areas of the campus, including playground.
- Attends work and arrives/departs work at the appropriate times as determined by the immediate supervisor.
- Assumes other job-related duties assigned by the immediate supervisor.

Qualifications

- Ability to communicate effectively and professionally.
- Strong interpersonal and communication skills and the ability to work effectively with a wide range of constituencies in a diverse community.
- Willingness to be flexible with change in duties.
- Knowledge of content, methods, materials, and equipment for Summer Programs.
- Ability to facilitate activities for children that encourage healthy growth.
- Knowledge of applicable safety procedures.
- Ability to provide a supportive and caring environment for children.
- Ability to demonstrate and maintain best practices with behavior and classroom management.
- Comfortable with a team-based work structure; ability to demonstrate flexibility on the job.
- Demonstrates initiative, is conscientious, and provides complete follow-through on areas of responsibility.
- Must be 18 years of age or older.
- At least four years of experience working with young children.
- Bachelor's Degree in Education or equivalent preferred
- Must have at least 3 years of summer camp experience.

Physical Requirements and Work Environment

- Be able to occasionally lift up to 50 lbs.
- Regularly use close and distance vision.
- Frequently stand and talk or hear and sometimes walk and sit.
- Turn, bend, reach, and occasionally climb.
- Work in a traditional climate-controlled classroom environment with moderate noise level.
- Work outside in all seasonal weather conditions (except extreme weather conditions)

Application Procedures

Interested candidates need to email a letter of interest and a resume to careers@sch.org.
Springside Chestnut Hill Academy is an equal opportunity employer.

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