



Schooner Summer Camp Operated by Gather New Haven

Position Title: Assistant Camp Director

Position Purpose: Gather New Haven seeks an Assistant Camp Director with Schooner Camp, a summer day camp for ages 6-14. Camp offers land and sea based programming on New Haven's unique coastline, based out of the Sound School and the Long Wharf Nature Preserve. The goal is to provide a dynamic and fun educational experience for 80 children each week. Activities pique an interest in coastal ecosystems, marine biology, inspire children to be stewards of their environment, provide a fun and safe summer experience and offer sailing instruction for older campers. Camp operates from late June to mid-August, from 9-3pm Monday-Friday. Ensure the safe operation, instruction, and communication of camp activities in accordance with the camp mission, policies and procedures.

Length of Employment and Scheduling Details: Seasonal, 40 hours per week from late June - mid-August. Staff must be available for ALL dates and a week of staff training. Some pre and post camp work may be available.

Compensation: \$16-\$18/hour, depending on experience

Reports to: Camp Director of the Schooner Camp and Executive Director

Essential Job Functions

- Ensure the safety and well-being of all campers and staff throughout the camp program
- Work as team with other staff to lead and ensure the effective execution of daily camp exercises, activities, free time, meals and other camp-related activities
- Supervise and support staff and Junior counselors and LITs (teenagers)



- Abide by and ensure others adhere to camp policies and procedures
- Serve as a positive role model
- Ensure a high level of standards in all activities, themes, and specialty programs
- Provide one-on-one behavior guidance to campers as needed, within sight of others
- Motivate campers and ensure mutual support and group-building during camp
- Promote character development through the camp program
- Assist with behavioral needs of campers
- Assist with check-in and check-out to help campers transition to and from camp
- Help supervise campers during lunch time
- Participate in pre/post-camp interactions and communication with parents and campers
- Communicate regularly with Director on all relevant camp matters
- Participate in pre-camp staff training

It should be understood that this Job Description has been developed as an outline for basic responsibility. Additional duties may be assigned by the Director or the Executive Director of the Gather New Haven from time to time as deemed appropriate and/or necessary.

Position Qualifications

Preferred:

- Preferred age 22 or older with bachelor's degree
- Experience at a summer camp or child care facility
- Demonstrated level of maturity and ability to handle all aspects of job description and potential issues associated with camp
- Feel comfortable supervising and supporting staff members
- Background and experience suited to requirements of the position including knowledge in management coastal ecosystems and environmental conservation
- Excellent oral and written communication skills
- Demonstrated ability or strong interest in leading and motivating staff and youth
- Excellent interpersonal skills in working with youth and people of all ages
- Positive attitude and approach to working with youth in ways that convey a deep



understanding of developmental needs

- Ability to interact with adults and co-workers in a positive and professional manner
- Ability to be creative and flexible
- Successful completion of background checks and any training required by camp
- First Aid/CPR certification (may be acquired after hiring)
- Ready to get dirty, be outside, and have fun with campers all summer long!

To Apply: Please send cover letter and resume to Camp Director Nikki Saccoccia at nikki@gathernewhaven.org. Include "Assistant Director" in the subject line. Applications are accepted until positions are full. Interviews begin in April 2020.

Gather New Haven is an "equal opportunity employer." Gather New Haven will not discriminate in employment, recruitment, advertisements for employment, compensation, termination, upgrading, promotions, and other conditions of employment against any employee or job applicant on the basis of race, creed, color, national origin, sex, gender expression, or sexual orientation.