Camp Director

Since 1877, The Fresh Air Fund has unlocked the limitless potential of more than 1.8 million New York City children from low-income communities. Each year, thousands of children enjoy outdoor summer adventures through visits with volunteer host families along the East Coast and Southern Canada and at The Fund’s six overnight camps in Upstate NY. Fresh Air children also participate in year-round leadership and education enrichment programs. We believe that investing in a child’s journey through life provides an opportunity for young people to learn, grow, and thrive in our city and beyond. The magic of a Fresh Air summer, full of new experiences and new friends, is simple yet transformative.

The Fresh Air Fund is seeking a dynamic youth development professional with prior camp experience for an exciting opportunity to work as the Director of one of our camps.

Position Summary

The ideal candidate demonstrates a strong commitment to the values of The Fresh Air Fund, has excellent managerial skills and can build meaningful relationships with campers and staff. This role requires someone who takes initiative and has strong problem-solving capabilities, impeccable attention to detail and a growth mindset. The Director will play a key role in implementing strategic plans and managing new initiatives that reflect The Fresh Air Fund’s vision and mission. The position will collaborate with other Fresh Air Fund directors to institute innovative youth programming and trainings for staff.

Responsibilities:

Administrative:

- Overall supervision/management of the one of the Fresh Air Fund’s 6 sleep away camps
- Provide effective and inspiring leadership and day to day management with active involvement in programs
- Implement strategic plan and thoughtful and dynamic frameworks that reflect the organization’s youth development practices, vision and mission
- Develop and actively participate in assessment and evaluation of the program and interventions with a focus on program goals and objectives and lead continuous quality improvements for all programs
- With senior members of FAF and the Director of Camping, oversee both the summer camping and off-season budgets
- Provide ongoing training, supervision, support and development of staff with opportunities for staff feedback both summer and year-round staff
- Cooperate with Fresh Air Fund administrators and NYC office personnel
- Attend Director Meetings as well as periodic professional development/training opportunities, recruitment events and supervisory meetings
- Prepare appropriate summary reports
Summer Camp:

- Must be able to live at camp over the summer
- Interview, hire, and onboard staff members for summer program
- Plan and facilitate administrative and general staff orientation workshops including but not limited to camper safety/risk assessments, communication, and conflict resolution
- Develop and provide a safe, caring and enriching camp program in line with Fresh Air Fund values and youth development principles that encourages campers to return in the future
- Provide ongoing training, supervision, support and development of staff
- Overall supervision of any-and-all camp related issues including staff and camper disciplinary matters and communication with parents/guardians
- Handle crisis, emergency, behavioral and medical response as needed when issues arise
- Understand and ensure compliance with the Department of Health, American Camp Association, Fresh Air Fund policies and procedures and other regulatory agencies and rules
- Collect program data related to year-round and summer program for statistical and narrative reports and make presentations to the senior team and Board of Directors

Year-round programming:

- Create and maintain relationships with community-based organizations to foster a rich collaborative and creative community engagement model for Camp
- Create engaging family-centered programming to increase family engagement
- Create and facilitate extracurricular experiences for children who return and grow with the program including activities focused on social-emotional learning, life skills and literacy
- Design and implement day or weekend programs centered around the fundamentals of Camp
- Recruit and coordinate a pool of staff, partners, and more to help with programming, chaperone, and work camp trips
- Attend and manage day trips as well as 2-3 off-season weekends at camp including residing at camp for the program duration
- Coordinate logistics for programs including transportation, supplies and child registration

Additional responsibilities as assigned.

Qualifications

- At least 3 years of supervisory experience in a camp or residential setting
- Bachelor’s degree in education, social work or a related field (Master’s preferred)
- Experience with diverse populations of youth and adults from urban, or under-resourced communities a must
- Ability to multi-task, prioritize deadlines, work independently, take initiative, be professional and maintain confidentiality in a fast paced and challenging work environment
- Strong public speaking and computer skills are a must
- Possess effective and demonstrated management and organizational skills
• Strong interpersonal and communication skills with the capacity to collaborate with others and be a team player
• Flexibility of work week hours and willing to work occasional weekends
• Driver’s license
• Interest in joining a youth development organization and supporting its mission and vision

Salary & Benefits

The salary range for this role is $65,000-$80,000, commensurate with experience. The Fresh Air Fund offers a generous benefits package including medical, dental and vision insurance, flexible spending accounts, commuter benefits, and employer and employee retirement contribution plans.

Application Instructions

To apply, please submit an application and cover letter at: https://fafjobs.workbrightats.com/jobs. Applications without a cover letter will not be considered. We are hiring on a rolling basis and encourage interested applicants to apply as early as possible. No calls or recruiters, please.

The Fresh Air Fund is proud to be an equal opportunity employer, committed to inclusive hiring, and dedicated to diversity in its work and on its staff. We strongly encourage candidates of all identities, experiences, orientations and communities to apply.