



Summer Camp Director (Seasonal)

Location:
Lawrenceville, NJ

Position Type/Classification:
Full-time – 40 hours/week
Seasonal

Reports to:
Chief Operating Officer

Compensation:
\$1,000-\$1,200/week

Camp Mercer is HomeFront's eight-week day camp that specializes in working with children ages 5-15 who are experiencing housing instability. Camp Mercer has organically grown into a camp where children with behavioral barriers can feel a sense of belonging and thrive. A place for children who are struggling emotionally and behaviorally due to housing instability, limited social experiences and other barriers that often accompany living in poverty. At Camp Mercer, staff walk alongside campers who may be struggling with following simple directions, extreme emotionally outbursts, anxiety and depression. At Camp Mercer, we work with children who have these challenges by creating a nurturing, safe, trauma informed environment. We hire great staff, who complete an intense weeklong training to learn best practices for working with children experiencing housing instability. Most importantly, everyone involved with Camp Mercer, from our Director to our volunteers, are all there because they believe in our mission and are excited and committed to giving their summer to this cause.

Job Functions/Responsibilities:

- Deliver trauma informed care approach to lead staff and children
- Ensure safety and positive growth of all children
- Monitor adequate staff coverage for all camp positions
- Provide team with tools to succeed
- Serve as a mentor to staff and supervisory team members
- Ensure camp policy and procedures are followed by staff
- Lead staff with actions and words to ensure camp goals are met
- Assist in monitoring camp activities as needed
- Know, understand, and follow emergency summer camp procedures
- Hire, develop and retain staff
- Develop and manage camp budget
- Lead supervisory meetings
- Develop and lead staff training and parent orientation
- Serve as liaison between Camp Mercer and other programs at HomeFront
- Ongoing communication with key community partners/HomeFront supporters

Required Competencies:

- Compassion for marginalized families and children
- Leadership
- Sound judgement
- Strong Interpersonal and Communication Skills
- Compassionate
- Camper and staff focused
- Nurturing approach to working with children
- Ability to think/act quickly in fast paced environment
- Ability to remain calm during stressful situations
- Effective delegator
- Project management
- Organizational skills
- Problem solving
- Energetic and enthusiastic

Requirements:

- Bachelor's degree in Human Service or related field
- Three years' experience in camp directing, teaching or counseling
- Understanding of barriers faced by children experiencing homelessness
- Strong NJ Summer Camp Regulations acumen

Physical Demands:

- Exposure to weather conditions prevalent at the time
- Able to lift and carry 20 lbs
- Able to bend, kneel, stand, walk and climb several flights of step
- Ability to walk, stand and sit (including on the floor) for long periods of time
- Must be able to lift and/or assist children up to 50lbs in weight

Travel:

- Minimal local travel to meetings may be required

Other Duties:

This job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required. Duties, responsibilities and activities may be added or changed as needed.

Disclaimer:

This position description neither constitutes a contract of employment nor is designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the employee. Other duties, responsibilities, and activities may change or be assigned at any time with or without notice. Company may exercise its employment-at-will rights at any time.

HomeFront, Inc. is an equal opportunity employer. We welcome employees and prospective employees without regard to race, religion, national origin, gender, age, disability, marital status, gender identity or expression, sexual orientation or veteran status.

Employee Name

Employee Signature

Date