



Day Camp Program Director Outdoor Journeys Camp Blue Sky

Outdoor Journeys is a non-profit youth development organization, which operates a resident camp, Camp Nawakwa, near Angelus Oaks, California and a day camp program, Camp Blue Sky, in Montclair, CA. Outdoor Journeys is looking for motivated individuals with a passion for working with youth to serve as Day Camp Program Director at Camp Blue Sky.

The Position

The Day Camp Program Director will be responsible for overseeing all Camp Blue Sky sites while making sure the Camp Blue Sky program is delivered. The Day Camp Program Director will supervise Day Camp Leads and Day Camp Staff while ensuring the safety of campers as they participate in a wide range of camp activities including arts and crafts, group games, swimming, scavenger hunts, indoor/outdoor games, relay games, basketball, team building and leading songs/skits. The Day Camp Program Director will be responsible for creating and carrying out the daily schedules, running staff meetings and ensuring all Day Camp Staff are on time.

The Candidate shall understand that he/she is an employee of Outdoor Journeys and shall conduct himself/herself as an ambassador of the organization.

The key duties of the Day Camp Program Director will be:

- Oversee operations at all Day Camp sites.
- Manage and lead Day Camp Leads and Day Camp Staff.
- Guide groups of campers through full participation in all camp activities.
- Facilitate large and small group activities.
- Be a positive role model for campers.
- Monitor the health, well-being and safety of campers.
- Abide by and enforce camp policies.
- Punctual and prepared for training and when on duty.
- Communicate with campers, families and staff in a mature and professional manner at all times.
- Attend Leadership Training and Staff Training at Camp Nawakwa, located near Angelus Oaks, CA.
- Maintain clean day camp and activity areas.
- Clean camp areas after programming.
- Keep campers safe at all times.
- Work with site staff to maintain housekeeping and maintenance.
- Attend and run Staff Meetings.
- Report directly to Sandra McLaughlin, Executive Director of Community Services.
- Other duties as assigned.



Qualifications:

- At least 21 years of age
- Desire and ability to work with children in the outdoors
- MUST have a positive “can do” attitude, patience, enthusiasm, and integrity.
- Ability to manage multiple tasks and to be accountable
- Ability to work with a wide-range of children and staff members
- The ability to take initiative and work both as a team and independently
- Ability to lift up to 30 pounds and hike up to 5 miles
- Current Red Cross First Aid & CPR preferred
- Life guard certified preferred
- Ability to pass background check & TB test

Compensation & Benefits:

- Dynamic work environment
- Competitive Salary (Salary depending on experience)
- Professional development

Key Dates:

- Leadership Training – June 1st – 3rd
- Staff Training – June 6th – June 12th
- Summer Season – June 15th – July 31st

My signature below confirms my understanding of the position detailed above.

Print Name: _____

Signature: _____

Date: _____