

Camp Sol of the Deaf, Inc

Job Description

Position: CODA Camp Director

Responsible to: Assistant Director

General Purpose

Camp Director of Color will oversee most aspects of staffing, programming, and camper relations for our summer camp season. Duties include staff hiring and training, site and resource organization and program management. Responsibilities include directing staff trainings, weekly or monthly meetings, managing camper information, maintaining fiscal records, maintaining camp resources and supplies, and interacting with parents, campers, staff and administration. This position are approximately two years. Coda aims to raise awareness about the experience and issues of growing up between two cultures.

General Responsibilities:

- Develop and coordinate camp programs and activities for a safe, engaging, summer program
- Provide organizational and programmatic support as necessary
- Oversee hiring and training of all summer camp staff
- Maintain fiscal records for summer camp program, including summer budget and fundraising efforts
- Oversee camp recruitment and registration
- Assist in determining supply and equipment needs and in ordering/purchasing
- Support and supervise instructors in organizing, implementing, decision-making and trouble-shooting
- Maintain a positive team atmosphere that includes campers, families, camp based and office based staff, and volunteers
- Schedule, supervise and evaluate program staff, workshop presenters, and volunteers, and providing support

Qualifications and Competencies:

- The candidate should be preferably resident in New Jersey; the qualified candidate who live in New York or live from other state is hired for this position.
- Raised in households with culturally Deaf parents
- Must be person of color hearing
- Fluently in ASL
- At least 21 years old
- At least 24 weeks of administrative or supervisory experience
- Experience teaching students of all ages in a variety of outdoor settings
- Strong commitment to teaching and giving back
- Works well with minimal supervision

- Required certifications include: First Aid and CPR or equivalent training, Online Defensive Driver's Course
- Prior camp experience
- Experience with nature awareness culture
- Manages conflict situations
- Excellent social, communication, writing and computer skills
- Current driver's license with clean driving record
- Ability to pass background checks