



Title: Change Summer Camp Director - Achievement First (Annual Full-Time)

Reports to: Chief Executive Officer, Change Summer

Organization Description

Change Summer provides students from low-income communities with a summer experience that increases their confidence, independence, responsibility, and curiosity. We partner with high-performing charter school management organizations to create high-quality, customized summer opportunities that align with and complement academic year learning for elementary and middle school students. Change Summer believes that turbocharging a high-quality education with the social and emotional development of summer enrichment ultimately positions campers to be successful through college, career, and life, empowering them to shape their futures.

Essential Duties and Responsibilities

The Director is responsible for overseeing all components of the camp's operation. The position is full-time.

The position requires a high-energy, smart, detail-oriented, hard-working, entrepreneurial leader who can set strategic direction, execute on operations, work effectively with school leaders, establish trust with families, connect and build relationships with students/campers, and hire and lead a large, seasonal staff. Responsibilities include, but are not limited to:

1. Developing, directing, and maintaining the camp program, day-to-day operations, policies, and procedures;
2. Working closely with schools and families to recruit, select, and orient ~500 campers in year one (2020) and ~1,000 campers in subsequent years;
3. Supporting and managing all communications with campers, families, school leaders, and Achievement First Network Support team;
4. Managing and fostering relationships with school leaders and staff members;
5. Working closely with the Change Summer's external accounting team to develop and manage the camp's budget;
6. Recruiting, hiring, training, supervising, and evaluating ~100 summer camp personnel, including senior staff, operations staff, nurses, program heads, activity counselors, group counselors, and junior counselors;
7. Supervising camp operations, including program, health services, food services, maintenance, and purchasing;
8. Running the daily operations of camp, creating a high-energy, fun, and creative experience for campers;
9. Developing relationships with representatives from the camp's rental facility and ensuring the facility is well-maintained and left in excellent condition;
10. Working closely with marketing teams from Change Summer and Achievement First to promote and highlight the camp to internal and external audiences;
11. Ensuring that all compliance and accreditation requirements are fully met;
12. Ensuring that risk prevention and crisis management plans and procedures are developed and implemented;
13. Documenting all systems, processes, and procedures in preparation for potential launch of additional camps;



14. Brokering and managing relationships with Change Summer colleagues as well as partner institutions, including non-profit camps, schools, and youth-focused organizations; and
15. Performing other related duties as required and assigned.

Qualifications

- A bachelor's degree; master's degree preferred;
- Experience working with elementary, middle, and high school students (primarily grades 4-12) who come from low-income communities;
- Experience working in a summer camp setting;
- Very strong organizational skills;
- A tremendous work ethic;
- An obsessive attention to detail and follow-through;
- Ability to thrive in a fast-paced, entrepreneurial, performance-oriented environment;
- Ability to work autonomously as well as take direction as needed;
- Confidence and presence in both group and one-on-one settings;
- Demonstrated leadership experience;
- Staff selection and management experience;
- Ability to work well in teams;
- Ability to communicate with various stakeholders and solve complex problems; and
- A personality and character that exudes flexibility, trustworthiness, creativity, energy, inspiration and positivity.

Specific Work Requirements/Location

- This position requires evening and weekend work, especially during the camp season (May-August).
- During the off-season (September-April), the Director will travel frequently to Brooklyn, NY and occasionally to other Achievement First regions (Connecticut and Rhode Island).
- During the camp season (May-August), the Director will reside and work full-time at the camp facility, which will be located within a 4-hour radius of New York City.

Compensation

Salary for this position is competitive and commensurate with experience. In addition, Change Summer offers a comprehensive benefits package.

To Apply

Please send a cover letter and resume to josh@changesummer.org.

Change Summer believes in the importance of being a diverse, equitable and inclusive organization that enables our students and staff to thrive. We are committed to building a talented team that reflects the diverse backgrounds and experiences of our campers. At the same time, we work to ensure an inclusive community through creating a space for important dialogue about issues of race and identity for our staff and campers. Change Summer is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, religion, creed, color, gender, gender identity or expression, sexual orientation, marital status, national origin, genetics, disability, age, or veteran status.