

Camp Korey Camp Director

About Camp Korey

Camp Korey empowers children and their families living with serious medical conditions through year-round programs, always free of charge. Camp Korey offers an array of program opportunities including Family Weekends, Residential Summer Camp and Camp to You outreach. Camp Korey is a member of the SeriousFun Children's Network founded by the Paul Newman.

Camp Director

Camp Korey is looking for a strategic and engaging leader to oversee our camp program operations. The Camp Director leads the operations of all camp programs and camper recruitment, in addition to working closely with the medical team and residential life personnel. The Camp Director develops and assures compliance with guidelines that keeps campers and staff safe and encourages a positive and inclusive learning environment. The Camp Director is a full participant in the Camp Korey leadership team and cultivates strong working relationships with other departments. The Camp Director is involved with the engagement and acknowledgement of volunteers, donors, board members, and other camp supporters. The Camp Director pursues, develops and supports best management practices and a professional work environment. **The Camp Director must reside at camp during programs.**

Primary Responsibilities

Camp Program and Design:

- Structure and carry out all aspects of Camp Operations (Summer camp, Family Weekends, Camper Reunions, and Camp to You) including programming, residential life, and camper recruitment.
- Recruit, train, and manage all camp program and residential staff to meet organizational goals and standards.
- Supervise and support the Camp to You program manager in the sustainability and expansion of all community based programming.
- Maintain all records and files necessary to the assessment. Compile a summary of the current season including inventories, staff evaluations, camper profiles, and recommendations for the following season

Administrative Duties:

- Develop Partnerships with other mission related organizations for programming at Camp Korey. Draft related contracts outlining expectations and goals for partnerships with stakeholders for review by ED.
- In collaboration with the Medical Director, develop the annual Camp Program calendar, to include Summer programs, Family Weekend programs, Camper Reunions, Young Adult Programming, and any other programs in development.
- Develop and manage the annual Camp Operations budget.
- Oversee all compliance and licensing for the camp and its staff. Establish policies and procedures to maintain compliance with Washington State law, American Camping Association (ACA) accreditation, and SeriousFun Children's Network criteria and Accords.

Ideal Candidate Profile

Camp Korey seeks an experienced professional who will share a passion for the mission of Camp Korey and possess the energy, talents, and experience required to manage and further our program

development. The successful candidate will be a motivational leader and highly effective manager. The Camp Director will be an ambassador for our mission in the building and stewardship of community partnerships.

Competency

To perform the job successfully, an individual should demonstrate the following competencies:

- Excellent leadership skills and the ability to inspire and motivate staff.
- Strong judgment and decision making skills.
- Ability to plan, prioritize and use time efficiently.
- Build and manage a cohesive team with a positive organizational culture.
- Innovative and creative ideas to build a positive camp experience based on intentional programming.
- Effective at fostering collaborations and working interdepartmentally for the benefit of the organization as whole.
- Excellent customer service skills and the ability to manage difficult or emotional situations.
- Ability to maintain and build strong relationships and partnerships.
- Identify, train, supervise and reward team members (including full-time, part-time and seasonal).

Qualifications

- 3-5 years in leadership position within specialty camp operations.
- Master's Degree preferred, Bachelor's degree required.
- Excellent oral and written communication skills. Ability to read, analyze, and interpret various documents.
- Strong problem solving and strategic management skills.
- High level of personal and ethical standards.
- Experience in financial planning and reporting, along with managing a budget and using resources wisely.

Certificates/Licenses/Registrations

- Driver's license
- Immunization record
- Current CPR/First Aid
- Background check

Working Conditions (percentages are approximations)

- 30% in environmentally controlled office
- 20% in travel and off-site meetings and presentations
- 50% in on-site meetings and participation in camp activities

Physical Demands

- Able to lift, carry, push and pull up to 20 lbs.
- Time standing and sitting based on job requirements.