



Outdoor Adventure Coordinator SUMMER 2024

Desired Qualifications

- Education, certification, and/or extensive knowledge of outdoor adventure programs including high and low ropes course elements, camping, and outdoor skills
- Experience in teaching and/or working with children in the areas of outdoor adventure, nature, climbing and ropes challenge courses
- Experience working with children ages 5-14 in a recreational setting
- Possess excellent communication skills, both written and oral
- Confidently communicates with staff and campers
- Capacity to work with a broad range of people
- Education working with children
- Experience in a leadership position
- Strong abilities both to collaborate with a team and work autonomously
- Demonstrates creativity in creating age-appropriate activities for children ages 5-16.
- Willingness to become knowledgeable in Positive Behavior Support techniques and strategies

Responsible to: *Program Director*

General Responsibility

This position responsible for overseeing a specialist team of 2-7 specialists. Primary responsibilities include supervising staff, maintaining positive relationships with campers, ensuring smooth daily camp operations, and assisting with the facilitation of programs and activities in specific area

Specific Responsibilities:

- Be available for 16 hours of remote pre-camp planning in May and June
- Assist in leading and participating in Staff Week June 17-21, 2024
- Attend J&R Day Camp Open House
- Communicate and collaborate closely with Program Director
- Manage the creation and implementation of program curriculum for Outdoor Adventure specialty areas (Ropes, Nature, Archery, Garden)
- Use a combination of educational based and task based supervision for specialists which includes but not limited to:
 - 30 minute weekly 1-on-1 uninterrupted time
 - Review specialist lesson plans weekly to ensure materials needed are available, aspirational arcs are being set, and activities are age appropriate
 - Provide and conduct written evaluation for all specialists
- Assist Unit Heads and senior leadership team with supporting daily camp operations as needed, including, but not limited to: arrival and dismissal, meal and snack time, sorting and returning lost and found, opening and closing procedures throughout camp
- Responsible for leading a program area in the Outdoor adventure domain based on their field of expertise
- Assist in conducting initial and end-of-season inventory in program area

- Obtain archery safety and teaching certification through a provider approved by the camp director prior to the start of camp
- Set up program area during staff week
- Prepare lesson plans a week in advance and review with the Program Director to ensure materials needed are available, aspirational arcs are being set, and activities are age appropriate
- Implement creative weekly lesson plans by unit and age group that are infused with the Jewish value (middah) of the week
- Prepare for and lead week-long *chugim (club)* for 3rd-8th grade campers throughout the summer
- Be responsible for daily opening and closing procedures in the program area
- Assist in shut down procedures and packing all materials and supplies at end of season.
- Must attend and plan all in-camp late stays and overnights to provide a traditional camping experience with an emphasis on outdoor adventure programming – additional compensation provided
- Coordinate and collaborate with program coordinator regarding activities that will take place at overnight and late stays
- Teach and assist in tent building at overnights
- Attend daily leadership team meetings at 8:00am
- Prepare for and actively participate in staff trainings and meetings both before camp starts and ongoing throughout the summer
- Other duties as assigned
- Implement and teach archery program as needed
- Be a positive, contributing member of the specialist team.

Additional Responsibilities

- Be a positive role model for campers including maintaining cleanliness, punctuality, sharing in cleanup and chores, and modeling sportsmanship.
- Follow camp rules and regulations
- Encourage respect for personal property, camp equipment and facilities.
- Manage personal time off in accordance with camp policies.
- Additional responsibilities as assigned.

Compensation:

- \$4,500-\$5,000 depending on experience

Bonuses: In order to be eligible for any bonus you must work a minimum of 6 weeks

- \$700 bonus if you miss 10% of days or less of contracted time to work, age 18+
- \$250 All Star bonus
- \$250 bonus if you refer a friend to work at camp
- Bonuses will be awarded in final paycheck – at the discretion of the camp director

Perks:

- Free JCC membership during time of employment
- 5 guest passes to bring friends and family to use the facility (includes gym, pool, outdoor park)
- Lunch and snacks provided every day
- Camp t-shirt/tank top provided to wear every day of the week
- Staff appreciation throughout the summer

- Surprise swag given throughout the summer
- End of summer social
- Hump Day Dunkin Donuts every Wednesday
- Shabbat bagel breakfast every Friday

Who We Are

J&R Day Camp is located in Monroeville, PA. Owned and operated by the Jewish Community Center of Greater Pittsburgh, J&R is a co-ed day camp with an emphasis on team building, developing positive values, independence and premiere programming and activities. Our child-centered environment focuses on creating community and enriching the lives of our campers, families and staff. We serve children ages 5-14 through meaningful experiences that focus on building connections, teaching values, fostering individual growth and having fun. The JCC Day Camp experience supports, nourishes and sustains our campers, families and staff. We are professionals who have chosen to make a difference.

J&R Day Camp is open and accessible to everyone, regardless of age, race, religion, national origin, sexual orientation, gender identity, gender expression or special need by welcoming individuals of all backgrounds, embracing their uniqueness and diversity under our communal tent.

J&R Day Camp strives to create connections among campers, families and staff. We grow our campers through the lens of strong Jewish values and morals. Our facilities and experiences create an atmosphere of safety and fun for each person involved.

To apply: <https://jccpgh.campintouch.com/ui/forms/application/staff/App>

For more information, visit our website at www.jccpghdaycamps.com

