



# San Joaquin River Parkway and Conservation Trust

## River Camp Adventurers Co-Directors

### General Description

The River Camp Adventurers Co-Directors report directly to the Director of River Camp Programs of the San Joaquin River Parkway and Conservation Trust (Trust). These individuals are responsible for the direction of the River Camp Adventurers day camp program for 1<sup>st</sup>-5<sup>th</sup> grade campers. River Camp Adventurers has 14 staff members: 9 counselors, 3 mentors, and 2 lifeguards. Each Co-Director will act as primary supervisor to 7 staff members. Co-Directors will collaborate on or split duties as necessary to efficiently run the River Camp Program. These individuals will work closely together and serve as liaisons between camp staff, families, and Trust staff, and will act as members of the River Camp Leadership Team.

### River Camp Adventurers

- Assist with program outreach and camper recruitment
- Plan and lead site-specific training sessions for River Camp Adventurers staff members
- Oversee approximately 7 River Camp Adventurers staff members and conduct daily staff meetings
- Develop a minimum of 1 new STEM-focused or arts & crafts based age-appropriate activity for use at camp
- Maintain and manage all camp supplies and materials
- Manage liability forms and other information for campers
- Create program schedules and oversee and assist with implementation of daily schedule and activities

### Leadership Team Duties

- Assist in the interviewing and hiring of camp counselors
- Participate in Leadership Team meetings and trainings prior to regular staff training
- Develop and lead portions of all-staff training as assigned
- Conduct evaluation of River Camp Adventurers staff
- Assist in the development of curriculum and activities suitable for camp programs

Other duties may be assigned over the course of the summer.

**Starting rate:** \$20/hr. A \$0.75/hr rate increase available for staff who are bilingual (Spanish, Hmong, ASL, etc.).

### Time Commitment

The River Camp Adventurers Co-Directors will participate in monthly Leadership Team meetings to prepare for the camp season from February-May, will assist with interviewing counselors in March and April, will participate in and lead portions of staff training (60 hours) May 25<sup>th</sup>-27<sup>th</sup> and May 30<sup>th</sup>-June 2<sup>nd</sup> and will oversee camp sessions from June 5<sup>th</sup>-August 11<sup>th</sup>. These positions receive the week of July 4<sup>th</sup> off.

### Essential Functions & Qualifications

- Must be 18 years old, a high school graduate, and have minimum completion of two years of college coursework. Pursuit of a degree in education, recreation, environmental science, or related field preferred.
- *\*All individuals that work with children are required to submit to a DOJ background check through LiveScan service upon receiving a conditional offer of employment.*
- Ability to stand, stoop, kneel, crouch, walk, swim, use hands/fingers (dexterity), lift up to 40 lbs, and work outdoors in heat (sometimes exceeding 110°F).
- Experience working with elementary age school-aged youth and/or I/DD youth strongly preferred.
- Bilingual English/Spanish preferred.
- All staff **must** attend at least 75% of staff training.

*The San Joaquin River Parkway & Conservation Trust is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.*

**To apply** please submit a cover letter, resume, and [completed application](#) to the e-mail [kkincaid@riverparkway.org](mailto:kkincaid@riverparkway.org) with the subject line "River Camp Adventurers Co-Director." **Position(s) open until filled; final applications due by March 13th, 2023.** *The San Joaquin River Parkway & Conservation Trust is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.*