



San Joaquin River Parkway and Conservation Trust

River Camp Voyagers Director

General Description

The River Camp Voyagers Director reports directly to the Director of River Camp Programs of the San Joaquin River Parkway and Conservation Trust (Trust). This individual is responsible for the direction of the River Camp Voyagers day camp program for high school-aged campers. The primary daily activities at this program include paddle sports, hiking, outdoor recreation, and teambuilding activities.

The River Camp Voyagers Director will plan and implement the daily activities for a small camp of 24 teenage participants and work closely with and supervise two counselors. This individual will serve as a liaison between camp staff, families, and Trust staff, and will act as a member of the River Camp Leadership Team.

River Camp Voyagers

- Assist with program outreach and camper recruitment
- Develop new curriculum and activities suitable for high school-aged campers and create any supplementary materials needed for those activities
- Create daily and weekly program schedules, and demonstrate flexibility in adapting program schedules to meet the needs of each group
- Communicate with program participants to identify interests and develop goals and desired outcomes for each session; ensure programs and activities support youth goals
- Ensure programs, services, and activities are conducted safely and in accordance with policies and procedures
- Oversee camp counselors and conduct daily camp and staff meetings
- Maintain and manage all camp supplies and materials
- Manage liability forms and other information for campers

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 weeklong all-staff training as assigned
- Conduct evaluation for River Camp Voyagers counselors

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

Time Commitment

The River Camp Voyagers Director 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 25th-27th and May 30th-June 2nd and will oversee camp sessions from June 12th-July 28th. This position receives the week of July 4th 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 high school-aged youth strongly preferred
- Lifeguard certification or the ability to obtain it prior to the beginning of the camp season is strongly preferred
- Experience with paddle sports (kayaks, canoes, paddleboards) required
- Background in biology, environmental science, or a related field or naturalist certification preferred
- Bilingual English/Spanish preferred
- All staff **must** attend at least 75% of staff training.

To apply please submit a cover letter, resume, and [completed application](#) to the e-mail kkincaid@riverparkway.org with the subject line "River Camp Voyagers Director." **Position open until filled; final applications due by March 3rd, 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.*