



San Joaquin River Parkway and Conservation Trust

Inclusion Coordinator River Camp Inclusion Program

The San Joaquin River Parkway and Conservation Trust (Trust) is seeking an Inclusion Coordinator to launch the pilot River Camp Inclusion Program (RCIP) serving youth with Intellectual/Developmental Disabilities at two River Camp Sites (Adventurers and Firebaugh) this summer. This position will provide leadership for the RCIP program, performing most of the administrative and coordination work and overseeing five (5) Inclusion Specialists (four in Fresno, one in Firebaugh). This position reports directly to the Director of Programs Administration.

For more information on River Camp Programs, [click here](#).

Responsibilities

- Organize and coordinate the Trust's pilot River Camp Inclusion Program (RCIP), including recruitment, enrollment, intake processes, and implementation of the RCIP program (recruitment will be conducted in partnership with the Central Valley Regional Center (CRVC))
- Review program applications, communicate with applicant families, and conduct intake interviews with potential camper families
- Create one-page, person-forward profiles with a strengths key for each program applicant
- Accept applicants into RCIP, assign participants to camp session, assign Inclusion Specialist to each camper, and assist with online registration through UltraCamp system
- Work closely with the Director of River Camp Programs and individual site Camp Directors (Adventurers and Firebaugh camps) to develop new activities or modifications and adaptations to existing activities and align activities with strengths key
- Supervise, train, and support five (5) Inclusion Specialists (four (4) in Fresno, one (1) in Firebaugh)
- Assist with updating Trust and camp policies, procedures, and staff training resources in accordance with Trust policies, CVRC guidelines and Title 17
- Lead portions of all staff training as assigned
- Provide guidance and developmentally appropriate strategies to all staff to maximize the successful inclusion of elementary-age youth with I/DDs in River Camp programs
- Participate in program assessment and continuous improvement of RCIP
- Perform administrative tasks related to RCIP

Other duties may be assigned.

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

Time Commitment

This is a full-time (40 hr/wk), non-regular seasonal position beginning in late March 2023 through October 2023. The Trust is pursuing additional funding to transition the Inclusion Coordinator position to a regular full-or-part time position beginning in October 2023. Typical hours will be 8:30 am – 4:30 pm, M-F, with some evening and weekend work required.

Desired Qualifications

The ideal candidate for this position will have the education, experience, and credentials (or a combination thereof) needed to support and guide Inclusion Specialists and other camp staff to realize the Trust's goal of eliminating physical and social barriers to allow participants with I/DD to enjoy camp fully alongside their peers. Desired qualifications include:

- Bachelor's degree in special education, occupational therapy, recreation therapy, physical therapy, speech and language pathology, child development, or a related field
- Minimum of two (2) years experience working with special needs or disabled youth and their families
- One (1) year of administrative or management experience, including program planning, organizing, and staff training and supervision strongly preferred
- Education Specialist Instruction Teaching Credential, Registered Behavior Technician, Child Development Associate, or other related credential(s) preferred
- Knowledge of child development and developmentally appropriate activities, materials, environments, and strategies for elementary-aged children
- Ability to provide leadership and support to Inclusion Specialists for program continuity
- Knowledge of Microsoft suite of applications (Word, Excel, Outlook, etc.)
- Excellent English oral and written communication skills

Essential Qualifications

- 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).
- Bilingual English/Spanish is strongly preferred.

To apply, please submit a cover letter, resume, and [completed application](#) to the e-mail mschnur-salimbene@riverparkway.org with the subject line "Inclusion Coordinator." Applications are due by March 29th.

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