



## San Joaquin River Parkway and Conservation Trust

### River Camp Academy Director

#### General Description

The River Camp Academy 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 directing 1st- 6th-grade STEM based River Camp programs for participating Unified School Districts, managing River Camp Academy Staff, and overseeing the day-to-day program activities at camp. The River Camp Academy Director will help further the mission of the Trust through the development and implementation of outdoor experiential education activities as part of the day camp programs. This individual will serve as a liaison between camp staff, families, and Trust staff and will be part of the River Camp Leadership Team.

#### River Camp Academy Duties

- Act as liaison between school district(s), camp families, and the Trust
- Coordinate outreach opportunities at school district sites for program staff recruitment and distribute flyers/informational materials in the community
- Plan and lead site-specific training sessions for River Camp Academy staff members
- Oversee approximately 4-7 River Camp Academy staff members and conduct daily staff meetings
- Maintain and manage all camp supplies and materials
- Manage liability forms and other information for campers
- Create program schedules and oversee and assist with the implementation of daily schedules and activities
- Develop a minimum of 1 new STEM-focused or arts & crafts-based age-appropriate activity for use at camp

#### Leadership Team Duties

- Assist in interviewing and hiring camp staff
- 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 Academy staff
- Assist in the development of curriculum and activities suitable for camp programs.

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

*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.*

Starting Rate: \$20/hr

### Time Commitment

The River Camp Academy Director will participate in monthly Leadership Team meetings to prepare for the camp season from February-May, will assist with interviewing staff in March and April, will participate in and lead portions of the 65-hour staff training in late May or early June, will oversee camp sessions in June and July, will participate in site clean ups, and will attend an end of season Leadership Team meeting in August. Camp dates for this position have not been finalized and may be subject to change.

### Essential Functions & Qualifications

- Minimum completion of two years of college coursework or 4 years equivalent experience in outdoor/children's programming. Pursuing a degree in education, recreation, environmental science, or a related field is preferred.
- Experience working within the formal education system is preferred. *\*All individuals working with children must submit to a DOJ background check through LiveScan service and Fresno Unified 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 Spanish-English strongly preferred.
- All staff **must** attend at least 75% of staff training.
- All River Camp Site Directors **must** attend at least 75% of leadership team meetings.

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 USD Director." **Position open until filled; final applications due by February 21<sup>st</sup>, 2025.**