



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 (Parkway). This individual is responsible for directing a 1st – 6th grade STEM-based River Camp program for participating Unified School Districts, managing River Camp Academy staff, overseeing day-to-day program activities, and assisting with administrative duties as required by School Districts. The River Camp Academy Director will help further the mission of Parkway through the development and implementation of outdoor experiential education activities as part of the River Camp programs. This individual will serve as a liaison between camp staff, families, School District representatives, and Parkway staff, and will be part of the River Camp Leadership Team.

River Camp Academy Program Duties

- Act as liaison between School District(s), camp families, and Parkway.
- Coordinate outreach opportunities at school district sites for program participant recruitment, distribute flyers/informational materials in the community, and attend outreach events on behalf of Parkway to promote the River Camp Academy program.
- Plan and lead site-specific training sessions for River Camp Academy staff members.
- Oversee approximately 4-12 (program dependent) staff members and conduct daily staff meetings.
- Maintain and manage all camp supplies/materials.
- Manage liability forms and other information for all campers.
- Create program schedules and oversee/assist with the implementation of daily schedules and activities.
- Develop a minimum of 1 new STEM-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 performance and growth conversations with Academy staff.
- Assist in the development of curriculum and activities suitable for camp programs.
- Other duties may be assigned over the course of the season.

Starting Rate: \$20/hour

Time Commitment

- The River Camp Academy Director will:
 - Participate in monthly Leadership Team meetings to prepare for the camp season from March-May.
 - Assist with interviewing counselors in March and April.
 - Participate in and lead portions of the ~64-hour staff training in late May through mid-June.
 - Oversee camp sessions from June 22nd – August 14th. *
 - Participate in site clean ups.
 - Attend the end of season Leadership Team meeting in August.
 - During camp sessions, this position is full-time, Monday-Friday.

* Camp dates for this position are not yet finalized and are dependent on school district proposals.

Essential Functions & Qualifications

- Pursuing a degree in education, recreation, environmental science, or a related field is preferred.
- Experience working within the formal education system is preferred.
- 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).
- Reliable transportation is required. You may be required to submit a written transportation plan, situation dependent.
- All staff **must** attend at least 75% of staff training.
- Bilingual Spanish-English strongly preferred.
- *All individuals working with children must submit to a DOJ background check through LiveScan service upon receiving a conditional offer of employment.*

To apply please submit a cover letter, resume, and [completed application](#) to the e-mail kkincaid@riverparkway.org with the subject line "River Camp Academy Assistant (Field) Director Director."
Applications due by February 27th, 2026.