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## **UNIQUE OPPORTUNITY**

### **For Year Round Camp Director at a Multicultural Overnight Summer Camp for Kids Ages 7 - 15!**

***We seek a dynamic, creative, warm person with strong leadership ability who is passionate about our vision, and seeks a career (not just a job) helping to make our world a more equitable place.***

Camp Kupugani / Camp White Eagle, just two hours west of Chicago, Illinois, has a 70-year tradition of safely nurturing and developing campers. Located in the rolling hills and woods of Northwestern Illinois, it comprises beautiful woods, trails, a swimming pool, two all natural rock climbing walls, game fields, and a 5-acre lake for swimming, water games, and almost a mile of canoeing through the property. With 126 acres of forests, wildlife, and wildflowers galore, it offers fresh air, natural water, the robust smell of pure woods and a twinkling night sky. We are certified by the American Camp Association.

Our camp offers a variety of programs. Camp Kupugani multicultural camp offers a two-week session for girls only, and two blended (*intentionally* co-ed) two-week sessions. Campers range in age from 7 to 15 and come from varied backgrounds. For our Team Building Program, our staff members—by guiding and facilitating a group's movement through an engaging course of structured activities—help organizations of all kinds form solid bonds. Through our Rental Camp program, our staff teams with an incoming group's director to plan different activities to assure that the campers have a safe, enjoyable, and productive stay at camp.

### **Job Description**

The camp director takes on a variety of tasks and supervisory duties. The camp director functions primarily under the the camp executive director. The camp director is responsible to either perform directly or supervise staff who:

- ✦ Oversee day to day administration of the camp office
- ✦ Design and implement staff schedule
- ✦ Hire, supervise, and evaluate all staff
- ✦ Coordinate program and administrative staff meetings
- ✦ Monitor: Food service, the business, camper and staff supervision, and health care
- ✦ Assist with preparation of annual and long term property plan
- ✦ Assist with developing and implementing crisis and risk management procedures

- ✘ Assist with monitoring the budget for camp operations
- ✘ Develop/Design long term fund raising strategies
- ✘ Marketing and promotion, including developing recruitment and retention strategies for campers
- ✘ Assist with developing and overseeing the business operations, office operations, camp store, etc.
- ✘ Make sure camp is effectively targeting the intended market and take steps to perfect the relationships
- ✘ Coordinate managing property development/maintenance needs
- ✘ Ensure basic camp maintenance and upkeep to the standards benefiting our client groups
- ✘ Update and develop staff training materials
- ✘ Order program, canteen, and administrative supplies in a timely manner
- ✘ Run miscellaneous errands as needed
- ✘ Provide driving services for new staff, off duty staff, and guests as needed
- ✘ All other duties as assigned

## Qualifications

- Dynamic personality
- Strong leadership ability
- Passion for camp vision
- At least 21 years old
- Possession and practice of critical thinking skills
- Ability and will to work and live closely with other team members
- Demonstrated competence or at least 3 years of experience in working with and supervising: youth, adolescents, and adults in a variety of cultures
- Demonstrated competence or ability to learn to teach or supervise individuals teaching: canoeing, archery, crafts, adventure challenge, recreation, swimming, and climbing
- Demonstrated competence or ability to learn team building facilitating experience, or appropriate certifications in team building activities and theory practice
- Have current First Aid, CPR, and lifeguard certifications or ability to achieve them

## Pay

Beginning camp director salary is at least \$48,000 (and can escalate quickly towards six figures depending on performance and camp growth.) Great opportunity for growth, equity, and living the camp dream of being able to get paid while doing good for the world.

## Room and Board

Year round housing is provided, as is summer board.

### **To apply:**

You can apply online at <https://www.ultracamp.com/info/upcomingsessions.aspx?idCamp=1012&campCode=AlF&lnkSubCategory1=Staff+Application>, e-mail Kevin Gordon at [kupugani@gmail.com](mailto:kupugani@gmail.com), or call Kevin at 815-713-4110 to get an application and reference forms.