



Position: Program Director
Organization: O-La-Moon-Do Camp
Location: 822 Peru Road, Hinsdale, MA 01235
Term: July 14th- August 11th
Seasonal, Temporary

O-La-Moon-Do Camp, an overnight specialty sports and language camp, seeks an energetic, organized and athletic summer camp enthusiast to serve as our Program Director. The Program Director will work under the direction of our Camp Executive Director serving as a member of our seasonal leadership team. The Program Director will oversee the heart of our camp program! Their role is to ensure the successful execution of all aspects of our camp program and serve as a liaison between our counselors and the leadership team.

The Program Director will also manage our elective programs and assist in general day-to-day camp operations. Most importantly, the Program Director will be a leader in creating a safe, fun and engaging environment for all of our campers to have the time of their lives.

The Program Director must be passionate about summer camp, sports, languages and enjoy working with adults and campers of all ages. Experience working at an overnight camp is preferred. The Program Director must have significant experience in coaching and/or administering athletics, and should have a desire to participate in all camp activities.

The ideal candidate loves sports, is a self-starter, and has experience managing camp programs. The Program Director must be extremely organized, compassionate, approachable, and comfortable working in a small team environment.

The Program Director is responsible for supervision of all campers and staff during O-La-Moon-Do Camp. The Program Director is responsible for designing activities/curriculum for campers to enjoy during their stay. The Program Director will also plan and ensure smooth execution of all themed camp events throughout the season. The position is responsible for the safety of all participants while maintaining a fun and entertaining atmosphere.

Responsibilities

- In conjunction with the Camp Executive Director and Assistant Program Director, oversee the Core camp program.
- Establish and execute skill development curriculum and a coaching philosophy with Head Activities Counselors
- Communicate daily with Head Activities Counselors regarding daily expectations, time management, schedule, plans, camper issues, equipment needs, or other relevant matters
- Manage the daily program including scheduling, staffing, camper requests, and supplies
- Ensure proper communication and supervision is being provided by Head Activities Counselors to their assistants
- Purchase and keep inventory of all sports equipment and other athletic program supplies
- Distribute, collect, and review end-of-session evaluations of each camper by Head Activities Counselors
- Assist in the planning and execution of other daily camp programs and special events
- Contribute to overall positive morale of the camp community
- Support the successful execution of all camp policies and procedures, including safety and emergency plans

Qualifications

- Undergraduate degree or equivalent professional experience required
- Experience working at residential summer camp in a management-level position preferred
- Ability to support and/or teach core values of the camp
- Plan and ensure successful execution of all themed events throughout the season.
- Enthusiasm, sense of humor, patience and strong work ethic

- Ability to work collaboratively with Camp's Executive Director, Assistant Program Director, Activities Head Counselors, and Counselors.
- Willingness to help with logistics and other needs such as administration and camper care
- Ability to work as both part of a team and independently.
- Assist with hiring counselor, and other staff.

Salary is competitive, dependent on experience. Additional hourly independent pre-camp work will be required.

About O-La-Moon-Do Camp

O-La-Moon_Do Camp is an overnight specialty sports and language camp with programs in basketball, soccer, baseball, softball, volleyball, lacrosse, dance, flag football, pickleball, arts and craft, tennis, swimming, and other water sports for campers entering grades 1-10th. Our 4-week session combine sports and language instruction, with the fun, friendship, and community of a traditional overnight camp.

Camp is located on the beautiful Berkshire Lake Camp property on Hinsdale, Massachusetts, approximately 2.5 hours from New York and Boston.

For more information, visit our website at: www.olamoondocamp.com

To Apply

Complete the application, which can be found on our website <https://www.olamoondocamp.com/work-with-us>. Please print, fill, scan and send it to us at info@olamoondocamp.com

Contact Adriana Chambliss, Executive Director, at (754) 235-0995 or (954) 994-5845 with any questions.