Assistant Director, Camper and Staff Experience

Job Description

Organizational Overview: Camp Yavneh, situated on 65 beautiful acres of woodlands and waterfront in southern New Hampshire, is a 75-year-old Jewish summer camp where generations of campers have created lifelong friendships, engaged in top-notch activities, and deepened their Jewish engagement. Our Klal Yisrael (pluralistic) approach encourages Jewish children ages 8-16 from all backgrounds and experiences to come together in a joy-filled, co-ed, overnight camp environment where all aspects of life reflect Jewish values.

Position Summary: Camp Yavneh is seeking an energetic, creative, and passionate leader to serve as our camp’s Assistant Director (AD) for Camper and Staff Experience. As a member of the Hanhallah (Senior Leadership Team), the AD will play a key role in delivering positive and meaningful program experiences for our chanichim (campers) and tzevet (staff). Working in partnership with the Director, and in coordination with all other members of the Hanhallah (including the COO/CFO and the Program Director), the AD will manage the day-to-day functions of the camp during the summer season (June - August). During the off-season (September - May), the AD will play a lead role in camper recruitment and retention, summer staff recruitment and retention, planning for a successful summer camp season, and fostering and maintaining relationships with campers, parents and staff.

Essential Duties:

- **Camper Recruitment and Retention**
  - Partner with the Director in setting strategy to meet and exceed annual camper recruitment and retention goals.
  - Schedule, coordinate, and facilitate impactful and effective recruitment events, including school and synagogue visits, home visits/parlor meetings, and tours of camp.
  - Plan and implement a portfolio of year-round programs, including camper reunion events.

- **Summer Staff**
  - Plan and coordinate the annual summer staff recruitment and hiring process, including the application process and interviews.
  - Plan pre-summer staff orientation activities, including ongoing year-round activities, new staff orientation, and two weeks of in-person on-site staff preparation.
  - Plan and implement the summer staff programming, including “Madlud” (staff learning), Hadracha (staff leadership training), “Madkef” (staff social programming), and staff appreciation.
  - Lead and supervise the Rashei Aydot (Division Heads) team, both before and during the summer.
- **Summer Programming**
  - Shape the religious, recreational, and educational experience for campers and staff through:
    - the creation of the summer calendar and the related daily schedules
    - planning and implementing camp-wide special events
    - the creation and implementation of the Kerem (CIT, oldest age campers) Leadership Curriculum.
  - Work closely with the Director of Camper Care to ensure an inclusive experience for all members of the Camp Yavneh community.
  - Work with the Director, COO/CFO, and Program Director on the oversight and management of the day-to-day summer camp experience, ensuring health, safety, fun, and exciting summer for campers and staff.

**Qualifications:**
- Strong personal commitment to Camp Yavneh’s *Klal Yisrael* mission
- Passion for strengthening Jewish identity through an inclusive camp community where diverse individuals can explore Jewish concepts and values while joyfully experiencing Jewish life and traditions
- Outstanding organizational and executive functioning skills
- High energy level and extremely goal-oriented
- Excellent oral and written communication skills
- Self-motivated and able to work both independently and with a team
- Approach opportunities and challenges with flexibility, confidence, determination, and resilience
- Must be able to work in a demanding environment and able to quickly adjust to changing conditions
- Ability to build trusting and lasting relationships with campers, camper parents, staff, professional leadership, and other partners
- Deep knowledge of Jewish culture, traditions, and practice
- Preferred: Ability to speak, read, and write in Hebrew
- Previous experience interviewing, hiring and supervising staff
- Previous experience working as a member of a management team
- B.A. and 3+ years of leadership experience in Jewish overnight camp or related field

**Position Specifics:**
- Full-time, year-round position, start date: January 1, 2023
- Remote position from September to May; Work and live at Camp Yavneh in Northwood, NH from late May - August.
- Regular year-round travel as well as work on nights and weekends.
- Salary commensurate with experience. (Range: $65,000-$75,000)
- Benefits and vacation package included.
- Opportunity for camp tuition discount.

**To Apply:** Please send resume and cover letter to janerachel@campyavneh.org.