



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.