

The Pines Summer Camp
Job Description: Minis Camp Director

Reports to: Program Director

Capacity: Temporary (non-exempt) position

Compensation:

Pre-camp hours: June 22 - July 5 (2 weeks x 10 hrs/week x \$25/hr) = \$500.00

Summer camp: July 6 - July 11 (1 week x \$800/week) = \$800.00, plus room & meals.

Job Summary: Facilitates summer camp programming for younger elementary-aged campers (1st-2nd grade) in collaboration with the Program Director; helps with volunteer recruitment, training, and supervision of Mini Camp volunteer counselors; and helps with creating, planning, and leading volunteer and staff training.

Skills and Qualifications Ability to: Facilitate younger elementary-level programming that is focused on anti-racism, pro-LGBTQIA+, and consistent with the mission of Pilgrim Pines Camp; supervise and support volunteers; showcase knowledge and expertise in working with older youth; maintain focus on mission and organization program components; and promote social justice and anti-racist/bias mindset. Must be 18 years old or older.

Key Responsibilities

- Lead summer camp programming for Mini Camp
- Work with the Program Director and Assistant Director to recruit/ screen Mini camp volunteers
- Support the training curriculum/program for all Mini camp volunteers
- Supervise volunteers working in the Mini Camp program
- Work with Program Director and Assistant Program Director to plan, and lead volunteer and staff summer camp training
- Organize and Coordinate materials & logistics
- Complete other duties as assigned

Directors Training

- In person at Pilgrim Pines on Saturday, June 14, 2025. 10:00am-4:00pm, lunch included.