

Children’s Association for Maximum Potential
 CAMP’s mission is to strengthen and inspire individuals with disabilities
 – and those who care for them – through Recreation, Respite, and Education.



Position: Camp Director		Location: Center Point, Texas	
Status: Full-time	Pay Classification: Exempt	Compensation: up to \$65,000	Housing: Yes, provided

Organization: Children’s Association for Maximum Potential (CAMP) is a 501(c)(3) not-for-profit organization that provides life-enriching, recreational experiences for children and adults with disabilities. CAMP provides summer and school-year programs. Visit www.campcamp.org for additional information.

Purpose of Job: Provide a fun and safe recreational experience for children and adults with disabilities through all programs and ensure the recruitment, training, supervision, and mentorship of qualified staff and volunteers to support all programs.

Essential Job Functions:

- Develop and implement all program aspects of Summer Camp and assigned School-Year programs, including recruitment, hiring, training, supervision, and mentorship of staff and volunteers.
- Directly supervise Assistant Camp Director and provide support to School-Year programs as needed or assigned.
- Work collaboratively with healthcare, kitchen, and maintenance to support all CAMP programs.
- Be on-site or on-call for all assigned programs.
- Develop and implement sound policies for Summer Camp and School-Year programs, including crisis and emergency management plans.
- Manage, support, interact, train others, and de-escalate individuals with disabilities who display significant physical behavioral challenges.
- Work with Volunteer Services to develop and implement plans for recruitment and retention of staff and volunteers for all programs.
- Assist with budgeting and managing financial aspects for all programs.
- Ensure safety of all persons on CAMP grounds.
- Manage compliance with ACA, Health Department, and all other authority regulations, including maintaining current written documentation as required.
- Complete all assigned documentation within timelines defined by organizational policy or supervisors’ written expectations, including, but not limited to, end of session reports, seasonal staff payroll requisitions, and purchase requisitions.
- Develop and lead a culture of dignity, respect, belonging, accountability, integrity, support, and mentorship for all programs.

Qualifications:

- Bachelors Degree or equivalent experience in disabilities camping required.
- Willingness to pursue additional academic and/or camp-related education/continuing education.
- Supervisory experience in camping programs.
- Experience in working with and developing programming for individuals who have disabilities.
- CPI Certification, preferred
- Excellent communication skills - both written and spoken.
- Ability to treat all people with respect, dignity, integrity, and professionalism.
- At least 25 years of age

Work Schedule: In general employee should work not less than 38 hours and not greater than 45 hours per week during the school year and will work maximum hours necessary during the Summer Camp season.

Physical Requirements: Must be able to perform all required job tasks in a climate-controlled office and outdoors exposed to changing weather conditions and must possess the physical energy needed to perform duties during a 15-hour day, 6-day week.

Submit Resume To: Human Resources at hr@campcamp.org

Note: This job description is not intended to be all inclusive. Employee may perform other related duties as negotiated to meet the ongoing needs of the organization.