

Camp Ramah in Northern California **Job Description**

Job Title: Rosh Maslul/Specialty Track Director

Classification: **Nonexempt (Seasonal)**

Reports to: *Camp Director and Assistant Director*

Position Purpose:

The specialty head possesses previous experience in the specialty area and is responsible for overseeing creating the programming, safety, and the staff for that specialty track. The specialty staff in any given area can range from just a few to as many as 15 staff members. The Rosh Maslul is a member of the camp senior leadership team.

Essential Job Functions:

1. Deliver a fun and engaging program to campers.
 - ◆ Write lesson plans that meet camp outcomes and the abilities of the campers.
 - ◆ Evaluate abilities of campers and staff.
 - ◆ Deliver progressive activities.
 - ◆ Evaluate the success of programs and the development of the campers' abilities and skills
2. Ensure that camp staff and campers know and follow safety and educational procedures
 - ◆ Develop and facilitate the implementation of staff training
 - ◆ Ensure campers and staff follow safety procedures for activities.
3. Assist in the management and care of the physical facilities and equipment in the various program areas
 - ◆ Conduct daily check of program area and equipment for safety, cleanliness, and good repair.
 - ◆ Maintain equipment and elements.

Other Job Duties:

- ◆ Be an active member of the senior leadership team (Hanhallah) at camp
 - Attend and participate in staff meetings, senior staff meetings and trainings
 - Actively participate in camp events and Jewish life at camp, leading educational sessions and tefillah as comfortable and schedule permits Be a dugma and supportive presence for other members of the camp community
 - Undertake other tasks as needed (such as driving, set up, or leading a group activity) as a senior member of camp
- ◆ *For further tasks and duties, please see accompanying list of general responsibilities of programmatic staff.*

Equipment Used: Phone, Computer, writing utensils, Walkie Talkie, Camping Equipment, Specialty Equipment (PFDs, Boogie Boards, Bikes, Rock Climbing Ropes, Climbing Wall, Theater Equipment, Sound Board, Lights)

Camp Staff may be asked to use fire protection equipment, washers and dryers, dishwashers, and specialty program equipment. Some may be asked to drive camp vehicles or watercraft.

Qualifications: *(Minimum Education and Experience)*

- ◆ Must be 21 years of age or College Graduate
- ◆ Must be able to obtain or become certified in First Aid/CPR. WFR Highly Desirable

- ◇ Must submit health history record and examination form prior to first day of work.
- ◇ Ability to interact with all age levels.
- ◇ Must be able to pass a background check as required by the state of California

Knowledge, Skills, and Abilities:

- ◇ Understand the development needs of youth.
- ◇ Staff Supervision
- ◇ Discretion with regard to confidential matters
- ◇ Training, Certification and Experience in Specialty Areas (Ocean Exploration, Adventure Sports, Performing Arts)
- ◇ Desire and Ability to work with Children in a Camp Setting

Physical Aspects of the Job:

Ability to work long hours, including standing and/or sitting. Ability to work independently to complete tasks including during non-traditional hours. Specialty Track Heads must live on site and may be housed in shared rooms with communal bathrooms.