



**Austin
Sunshine
Camps**

Job Title: Camp Director (Lake Travis) **Position Type:** Full-Time, salaried
Reports To: Chief Programs Officer

About ASC and This Role

Austin Sunshine Camps (ASC) provides the magic of overnight camp without the barrier of cost. The ASC Camp Director (Lake Travis) furthers the mission of Austin Sunshine Camps by providing leadership, direction and management for the day-to-day operations of overnight summer camp and year-round family-based school-year programming at Austin Sunshine Camps, including communications with parents and the management of seasonal staff members.

ASC is proud to be accredited by the American Camp Association (ACA). ASC has two overnight summer camp programs - Zilker Lodge and Lake Travis - each offering 10-day, 9-night sessions. All summer camp programs are provided free of charge for all campers who meet the free or reduced school meals income eligibility guidelines or campers who are in foster care.

Located in the beautiful Turkey Bend Recreation Area in Marble Falls, north of Austin, the Lake Travis camp offers a rustic setting for up to 55 participants each session, ages 12-15. Campers have the opportunity to explore the hill country, learn about the land and animals around them, participate in outdoor cooking, experience our high and low ropes course and much more. The beautiful Lake Travis camp and the camp offerings serve as the backdrop for campers to grow, connect, and explore.

The camp now features the brand new Garrison Lodge (2024), a separate 2-bedroom, 2-bathroom residence designed for the Camp Director to comfortably live in, which can accommodate a family. There is also a separate office for the camp director and all ASC staff to work from.

During the summer, the Camp Director will create and support all aspects of a high-quality Lake Travis camp that truly serves the needs of our community. The Camp Director is on-site and on-call during the entire duration of all 40 days and 36 nights of camp sessions.

During the school year, the Camp Director will work primarily out of our Zilker Park location collaboratively working with the entire programs team. The Camp Director plays a significant role in recruiting eligible campers through building connections with community members and partner organizations. Throughout the school year, the Camp Director works with families to assist them in the application process, helping them complete all steps required for attendance at camp and providing them with information to prepare their children for the camp experience.

Essential Job Functions:

Summer Camp

- Provide program direction and leadership for Lake Travis camp programs (12-15 year old campers), including living on-site at Lake Travis during the 8 weeks of summer sessions (from late May to early August)
- Responsible for maintaining the highest safety standards, including standards from the Texas Youth Camp license and American Camp Association
- Aid in the recruitment, training, coordination, evaluation and support of summer camp staff
- Develop Counselors-in-Training recruitment, interviewing, and hiring plan, as well as summer training curriculum for Counselors-In-Training
- Ensure camp outcome evaluation measures (including check-ins, surveys, and growth evaluations) are complete
- Oversee summer camp camper recruitment, registration, events and program updates

School Year Programming

- Plan, execute, and attend events for families which take place 1-3 times a month on evenings and/or weekends
- Oversee communication and manage detailed records regarding camp attendance
- Build authentic, trusting relationships with camper families during events
- Ensure families and campers complete surveys and any other measurements of program outcomes
- Work with the Zilker Camp Director, to oversee the CIT and Collegiate Volunteer Program

Evaluation and Measurement

- Ensure program quality and measure outcomes against organizational goals.
- Contribute to program evaluation and reporting.

Other Job Duties

- Involved in creating and implementing Austin Sunshine Camps' strategic plan
- Involved in creating, and managing, the budget for all programs-related expenses
- Assist in the management, and care of physical facilities, vehicles and equipment for all programs as needed
- Attend professional training seminars/conferences as needed or required
- Work with Development Staff to ensure program activities support and meet fundraising requirements and objectives
- Other job duties as assigned

Relationships

The Camp Director will maintain effective working relationships with the Young Men's Business League and ASC Board of Directors, staff and volunteers to ensure the integration of the mission of Austin Sunshine Camps. In addition, the Camp Director will establish and maintain positive partnerships with campers, families, schools, and other community partners or supporters

Qualifications

- Excellent verbal and written communication skills with exceptional attention to details
- Ability to establish priorities, develop reports and meet deadlines
- Ability to maintain composure and work efficiently under pressure and in changing conditions
- Valid driver's license and ability to pass a criminal background check
- Minimum 3 years' experience working with youth development programs and
- Experience working with people from historically underinvested communities
- Developed philosophy in developmentally appropriate child behavior management, such as TBRI, restorative practices, etc.
- Experience in staff supervision and team management
- Ability to acquire and maintain required certifications (Lifeguard Trainer, CPR/First Aid, Ropes Course Level 1 Facilitator)
- Degree in Social Work, Education, Child Development, Parks and Recreation or a related field
- Ability to work irregular hours, especially during the summer months
- Conversational Spanish proficiency (preferred)

Compensation and Benefits

- Full-time, salaried position (\$50,000-\$65,000 depending on experience)
- Onsite housing is provided during the summer
- Company vehicle options available
- Flexible schedule within a culture that values work/life balance
- Health, dental, and vision insurance: ASC covers 50% of employees' health, vision, and dental insurance in the first year of employment, to increase by 10% at every work anniversary.
- Short-term disability & Life Insurance: ASC provides short-term disability and life insurance to full-time employees.
- ASC offers unlimited PTO per year (staff may choose to take holidays as they wish)

To Apply

Please email the following items to zak@sunshinecamps.org:

- Cover Letter
- Resume
- References, including a reference from a direct supervisor, past or present

Austin Sunshine Camps is a 501(c)(3) nonprofit organization that does not discriminate against any staff member, applicant, camper, family member, or community member, on the basis of actual or perceived ancestry, age, color, disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sex, sexual orientation, or association with a person or group with one or more of these actual or perceived characteristics.

If you think you meet some of the qualifications, but don't necessarily check every box in the job description, we encourage you to still apply. If you have questions contact Zak (Zak@sunshinecamps.org)