Cambridge Camping Jr. CIT Director

Agency Description:

For 126 years, Cambridge Camping Association (CCA) has provided access and meaningful summer programming to under-resourced urban youth. CCA continues to provide referral and scholarship services for day and overnight camp through a program called CCAccess. In 1969, the agency opened its first camp, Cambridge Adventure Day Camp, a program that was multi-racial, multi-ethnic, and multicultural in its composition and outlook. In 1990, CCA launched Daybreak Day Camp to meet the needs of campers with social, emotional, and behavioral health needs related to trauma and disability. In 2018, Daybreak expanded services and operates a Saturday program through the school year. In 2019 Cambridge Camping expanded to also include STEAM related vacation camps taking place over the February and April school breaks. We celebrate our service to more than 25,000 children and we continue to offer extraordinary summer experiences to more than 500 campers annually.

Jr. CIT director position summary:

The Jr. CIT program will be in its second year this summer and the director will be responsible for continuing the development, and planning of this program. Service and leadership is the overarching theme of the six-week program which runs from July 6th-August 13th and it is designed for campers ages 12-14 who are too old to attend CADC but too young to participate in the MSYEP CIT program. The average day will be divided into two parts. In the mornings, youth will focus on social/emotional learning, leadership and workforce skills, or engage in community service projects. In the afternoon, Junior CITs will implement what they have learned by assisting counselors or by leading their own activities. Occasionally, Junior CITs will have their own field trips planned.

Curriculum Development (20%): Flexible hours, Spring 2019

- Using prior expertise, research, and through internal and external collaboration, continue the development of a six-week age-appropriate curriculum that builds thematically and focuses on leadership development, social/emotional learning, community service/social justice, and workforce skills.
- Along with the CADC director and programming director, plan a six-week schedule including field trips and on-site activities within a provided budget before the start of camp.
- Develop and administer a specific pre and post-camp evaluation for Jr. CITs
- Develop and complete a program rubric aligned with program grants

Orientation (10%): TBD

- As part of the CADC admin team, help plan and lead orientation activities
- Train and collaborate with one assistant counselor for the Jr. CIT program
- Prepare the classroom with needed materials for the program
- Become familiar with CADC policies and procedures
- Participate in all other trainings during orientation
CADC Session (65%): July 6th-August 13th (8:30 a.m. - 4:30 p.m.)

- Lead morning activities along with assistant counselor from 8:30-12:30 (includes breakfast and lunch, which are both provided by the city).
- Supervise CITs in the afternoon while they are working with camper groups or on field trips.
- Provide supervision to assistant counselor 1x per week
- Meet with CADC director for supervision 1x per week
- Communicate with families as needed
- Complete weekly summary (1 paragraph) to families, along with schedule for following week
- Complete Jr. CIT evaluations (2x/summer)

Post-Camp (5%): Flexible hours, August

- Complete end-of-year program report with CADC director
- Help develop an action plan for program improvement

Required Skills and Experience:

- Bachelor’s Degree required, Master’s level degree in education/human services preferred
- Experience working with Middle School age children
- Experience developing and implementing a curriculum/experience running programming
- Demonstrated understanding of culturally competent social-emotional learning concepts

Competencies:

Enthusiastic team player, creative thinker, ability to demonstrate flexibility and initiative in a fast-paced environment, culturally-competent, compassionate, highly motivated and hard-working, mission-driven, demonstrated ability to connect with children of diverse backgrounds.

Cambridge Camping Association provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics.

To apply please send resume and cover letter to cadc.director@cambridgecamping.org