



## Girls Program Director, School Year and Camp Programs

Project Morry is a comprehensive, year-round youth development organization dedicated to empowering children from under-resourced communities to create a positive future. Our ten-year commitment to each child closes the opportunity gap through a combination of academic enrichment and support, leadership development and an exceptional summer camp experience.

Project Morry is committed to working intentionally with all stakeholders on racial equity and all forms of identity inclusion. We believe this work is necessary for our youth, families, staff, donors and board in order to do the most impactful work. Education and social justice are the umbrella that covers and spans over all that we do and a lens we use in making program decisions.

Project Morry changes outcomes for students from the tri-state area by improving opportunities through proven programs: 98% of Project Morry students graduate from high school on time, 85% attend college and 91% of those who attend college graduate. In addition to their academic success, Project Morry students exemplify our principles of teamwork, positive core values, volunteerism, and personal responsibility. They are leaders at school and in their communities.

### **Position**

The Girls Program Director is a proactive and hands-on leader. This role is responsible for the development and direct implementation of school year and summer camp programming for Project Morry's 5-10th grade youth as well as engagement with their families. Specific responsibilities include but are not limited to:

### **Youth and Family Support**

- Develop and maintain healthy supportive relationships with youth 5-10th grader who are living on the side of camp that centers on girls' experience & their guardians. Being present and understanding on how it feels to navigate through middle school years and through their transition to high school both from a child and guardian perspective.
- Understand the unique and special qualities of each child and how to best support them in the camp environment and during the school year.

### **Summer Camp Program, Staff and Camper Management**

- Support summer staff recruitment and hiring through interviewing candidates, making reference calls; and strategizing creative and effective ways to find candidates.
- Work closely with the Associate Director and program team to design summer programming for campers.
- In collaboration with the program team, develop summer staff orientation, training workshops and activities. Facilitate workshops as needed.
- Act as a key member of the leadership team alongside the Boys Program Director, Associate Director and Camp Coordinator, responsible for the successful delivery of the camp program.
- Create a camp culture that prioritizes both youth and staff emotional and physical safety and well-being. Create a culture of inclusivity and equity where all identities are acknowledged and celebrated.
- Directly supervise 20 to 25 front line summer staff. Coordinate staff meetings and professional staff performance reviews. Provide formal and informal feedback to staff.
  - Create an inclusive and intentional community environment at camp
  - Develop a healthy and supportive environment for seasonal staff.
  - Build mentoring and coaching relationships with camp seasonal staff
  - Maintain staff motivation and moral by providing and teaching behavior management and facilitation skills to help them be successful in youth development work in the summer programs.
  - Contribute to efforts of staff retention to help achieve our goals of multi summer employment. This is most effectively done by strong training, on the job feedback and encouragement.
- Oversee schedule creation and problem solve challenges due to weather, staffing, and child needs.

- Manage and support conflict resolution for staff and campers as needed.

## **School Year Programming**

- Parent Engagement
  - Develop and maintain trusting relationships with parents and families via phone calls, email, virtual meetings and in person meetings to facilitate support of student goals and program retention.
  - Solicit feedback on school year and summer programming.
- Work closely with the Boys Program Director to create and facilitate monthly school year meetings for 5<sup>th</sup> – 10<sup>th</sup> grade students.
- Develop engaging program activities and content for both in-person and virtual meetings that are age appropriate and mission driven, incorporating Project Morry developmental and social justice benchmarks.
- Guide and support students to develop long term and short-term goals. Support students as they identify obstacles and resources to allow them to accomplish the goals they have set for themselves.
- Design and create monthly informational newsletter for students and families.
- Follow up after meetings with students and guardians who did not attend to ensure consistent contact and support.
- Welcome new students and families to Project Morry as they are selected via phone calls and mailings. Help to facilitate New Parent meetings in each of our partnering communities as well as the New Family Open House event at camp in late Spring.

## **Organizational Responsibilities**

- Represent Project Morry with all internal and external stakeholders, community partners, families, camp professionals, donors, providing information about programmatic content and impact.
- Maintain program database through accurate and timely data entry of student and family information including attendance, contact information, and case notes.
- Support the Fund Development and Administrative team as needed including fundraising events.
- Support Board Committee work as needed

## **Schedule/ Work Location Requirements**

This is a full-time position. Work location is currently hybrid.

- Work at least one Saturday each month during the school year to support teenagers' school year programming.
- Available to work some nights each month for evening or late afternoon program meetings
- Able to live/work from June through August on site at Morry's Camp in Glen Spey, NY.

## **Qualifications and Competencies:**

- Highly passionate and committed to the mission of Project Morry and equity and inclusion work
- Must have 3 to 5 years minimum professional experience as a supervisor and manager in a youth development or human services setting
- Proactively identifies challenges and creative solutions in a variety of settings. Works collaboratively and flexibly to ensure successful outcomes for staff and youth.
- Excellent verbal and written communication and interpersonal skills to positively connect with all youth, families, and staff. Interact with others in an approachable and authentic manner.
- Strong organizational and project management abilities. Able to manage multiple tasks and deadlines simultaneously. Able to work independently.

- At camp, able to move independently on unpaved and rocky terrain and/or for distances 5 miles or more throughout a workday.
- Desire for personal and professional growth and development
- Experience with database entry a plus
- **Education:** Bachelor (BA, BS, etc.) preferred or equivalent work experience
- **Languages:** English, Spanish a plus
- Valid Driver's license preferred

Project Morry is an equal opportunity employer. People of color, women, people with disabilities, immigrants, veterans, members of the LGBTQ community, and those with lived experiences in the communities we serve are strongly encouraged to apply.

### **Compensation**

Compensation range is \$54,000 to \$60,000 dependent upon experience.

Project Morry provides 100% Employer Funded medical, dental and vision insurance coverage as well as the opportunity to participate in Flexible Spending, life insurance, and retirement plans.

Employees receive a generous time off package including 12 Paid Holidays, 20 Personal and 8 Sick days as well as additional paid time off for winter break and extended post summer break for staff living at camp.

### **How to Apply**

Please send resume and cover letter to Deb Jones at [Deb@ProjectMorry.org](mailto:Deb@ProjectMorry.org). No calls please.