



THE TORAH CANNOT BE ACQUIRED EXCEPT IN FELLOWSHIP

איך התורה נקנית אלא ב חבורה

Kids Camp Director

The National Havurah Committee is hiring a Kids Camp Director to coordinate our week-long Childrens' Program (Kids Camp) during our annual **Summer Institute from July 28 - August 3, 2025 at the Pearlstone Retreat Center in Reisterstown, MD**. We are looking for someone who can collaboratively create and oversee a week of creativity, learning, laughter, and friendship!

The **National Havurah Committee** (NHC) is a network of diverse individuals and communities dedicated to Jewish living and learning, and community building. The NHC's flagship program, the week-long Summer Institute is a unique opportunity for engaging study, moving prayer, spirited conversation, late-night jam sessions, singing, dancing, swimming, meditation, and hiking – all in the company of more than 300 people from a wide range of backgrounds and ages.

Kids Camp is a daily program from Tuesday-Friday (plus orientation) for approximately 40 children ages 6 months to 12 years. It embodies the values of the NHC community and creates a community within a community for the NHC's members.

Read more about Summer Institute here: <https://havurah.org/2025-summer-institute/>

Job Responsibilities

Before Institute (work can mostly be done asynchronously, with the exception of a few meetings.)

- Selecting qualified counselors and assistant counselors to staff Kids Camp and assigning them to groups
- Creating and running a virtual orientation for Kids Camp counselors
- Managing camp registration and communicating with parents/guardians in advance of the Institute, including gathering pertinent information about kids and sharing it with Kids Camp staff
- Assigning placements to children and counselors in the Kids Camp

- Creating a (flexible) schedule for each of 4 age groups for the week, including bringing in other members of the community such as our artists-in-residents and others to run programming, pool time, Director-planned activities, and counselor-planned activities
- Plan at least 30 minutes of programming per day for each of the 3 older groups that counselors and/or the director can implement
- Working with staff and volunteers to develop curriculum/programming that reflects NHC values and connects to the Institute theme.
- Coordinating logistics of the Kids Camp, including identifying necessary materials (including craft supplies, baby supplies, and snacks) and other resources required to accommodate the various needs of enrolled children
- Working with the larger planning team to integrate the Kids Camp into the Institute as a whole

During Institute

- Setting up the Kids Camp rooms before Institute and cleaning up afterwards
- Running an orientation session for families
- Supervising the Kids Camp while it is in session, including exercising judgment and making decisions about the safety of the participants and staff
- Supervising drop-off and pick-up
- Leading daily staff meetings, checking in with counselors regularly, and ensuring that morning and afternoon counselors are communicating with each other
- Communicate with parents about schedules, child needs, rules, or anything else parents wish to communicate about
- Leading or supervising daily camp circle (or equivalent activity) for the whole group that creates a container for Kids Camp
- Coordinate with guest presenters and workshop coordinators to ensure that there are enrichment activities for the kids
- Organize the logistics of trips to the pool for Kids Camp as appropriate
- Ensure that there is adequate staff at Kids Camp at all times, recruiting community volunteers if necessary
- Ensure that there is snack for the kids each day that meets the allergy needs of all participants

Qualifications

- Background in children's education and experience in a leadership or supervisory role or with developing programming
- Experience with informal education programs, informal Jewish education a plus.
- Experience leading and supervising teachers/counselors/staff of various ages.

- Experience being responsible for the health and safety of children participating in a structured program
- Strong organizational and communication skills.

Characteristics

- Caring, creative, able to connect with people of all ages.
- Flexibility, ability to “think on your feet”
- Sound judgment
- Strong organizational and management skills - This job requires more planning and organizing than actually playing with kids
- Passion for creative Jewish education
- Knowledge of and respect for NHC and/or similar volunteer-driven communities.

Compensation

The Kids’ Camp Director receives free room and board at Institute, valued at approximately \$1600 plus a \$2,500 stipend paid after Summer Institute. There is also a possibility that we can provide discounts for the Kids Camp Director’s family members.

To apply

Please send a resume and brief cover letter to office@main.havurah.org with Kids Camp as the subject line by March 7, 2025.