

Advertisement for Camp Director

[Belwood Lodge and Camp](#) is in search of a full time, permanent Camp Director.

For over 70 years our residential camp provided a safe and unique experience for children, youth and adults with intellectual and developmental disabilities. Our camp is located in Belwood, north of Guelph in southwestern Ontario.

Reporting to the Camp Chairperson, the Director, is responsible for execution of strategies to meet the summer recreational needs of children, youth and adults with intellectual disabilities. High level duties include:

- Direction and operation of all in-session (camp-on) activities as well as offseason administration;
- Staffing, assignment of staff responsibilities, reporting relationships, hiring, discipline and remuneration;
- Management and maintenance of onsite and offsite camp assets, infrastructure and leasehold improvements;
- Administration of the camp operation including accounting, budgeting, inventory, enrolment, programming, human resources, public and client relations, marketing and advertising;
- In cooperation with the Board of Directors, developing the strategic direction of the camp and the implementing programming, marketing, fundraising, and other supporting tactical operations;
- Being the conduit between the Board and the operations of the camp.

The ideal Director will:

- Have 3 years of experience as the lead or senior manager of a residential summer camp of comparable or larger size (80 campers and 45-50 seasonal staff);
- Have demonstrable managerial experience, in a residential setting for people with intellectual disabilities and compromised physical capacities;
- Have proven abilities to administer a large residential camp including budgeting, registration, inventory order and control, personnel management, hands-on facility and infrastructure management, public health and other regulatory controls, programming and public relations;
- Have experience over-seeing other highly trained, professional personnel including health care, food preparation staff
- Demonstrate a vocation for and dedication to the care of children and adults who are intellectually, physically and/or social disadvantaged;
- Experience in the development of risk identification and mitigation plans and execution of emergency reaction for large groups of high-care people;
- Computer and online management proficiency

Training, educational and other requirements include:

- Post-secondary graduation from recreation, health care, social work or related program;
- First Aid with CPR Level C (with AED training);
- Ontario [Small Drinking Water Systems Training/Certification](#) before the start of the camp season;
- Ontario driver's license Class G
- Familiarity with Camp Brain software is an asset;
- Successful applicant will provide a current Vulnerable Sector Check from their local police department.

Application: Please apply with a resume to employment@belwoodlodgeandcamp.com using the Subject Line "Belwood Director 2020". Applications close 30 September 2020.