

Domus Summer Camp Director

Job Overview and Requirements

Do you want to work to help students who have struggled to stop the Summer Slide? In this position, you will lead a program that aims to serve students during the summer providing pro-social and academic enrichment activities and support. Research shows that African American and Latino students lose 2 months of the gains they had during the summer. Our goal is to change that trajectory for the students by providing the structure, fun and resources that enhance the school year while providing a safe place for students. Additionally, our camp hours allow for families to work every day in the summer. **In our program we offer academic support daily as well as music, art, athletic and other healthy pro-social activities that allow our students to have fun, learn and take risks.**

REPORTS TO: Chief Operating Officer, Jonathan Hoch

ESSENTIAL RESPONSIBILITIES:

Relentless Relationship Building with the young people in the program, community providers and parents (50%)

- Build relationships with young people while they are in the program and at other times
- Utilize Domus' core principles to build relationships, most importantly never giving up and giving many chances
- Develop relationships and partnerships with service vendors and other community resources
- Development relationships with parents

Staff supervision and program oversight (30%)

- Manage all aspects of program including all items required by OEC
- Develop and oversee delivery of academic support, life skills, recreational programs ,and social emotional groups
- Interview, hire and train all staff
- Oversee and supervise all program staff
- Oversee and supervise volunteers
- Complete all required State Trainings and paperwork in a timely manner

Data Collection and review (20%)

- Oversee documentation of all aspects of the program model, including program components and dosage
- Document attendance
- Document all academic supports
- Review and respond to the data on a daily, weekly and monthly basis

OUR HIRING PROCESS & TIMELINE:

- We will review applications on a rolling basis until the position is filled. We would like to host interviews on end of March with final interviews the week of March 25 (tentatively) for your planning purposes.
- To apply, please send a brief letter of interest and resume to Melissa Bramble @ mbramble@domuskids.org.
- We would like to have the selected candidate start part time in April.
- PLEASE: if you have any questions or concerns, or are interested in having a conversation about whether or not this job is a fit for you before you apply, reach out to Jon Hoch at jhoch@domuskids.org.

Domus is an equal opportunity employer. People of color, especially those from Stamford, are strongly encouraged to apply.

Essential Requirements

- A great sense of humor!
- A strong work ethic
- Experience supervising staff
- Must be available 8-6 Monday through Friday from end of June through 1st week of August
- Ability to work in a program that is open after-school, evenings and weekends
- Able to work a flexible schedule, including evenings and weekends
- Commitment to our mission, values and core program beliefs
- Bachelor's degree or relevant experience
- Willingness to work within systems, with a nuanced understanding of the balance of building relationships and working with a partner school
- Ability to collect required data and respond to the data
- Flexibility and adaptability, able to shift styles to fit the needs of a wide range of cultures, people, and organizations

- High emotional intelligence, able to easily develop deep, trusting relationships with diverse individuals from many different backgrounds
- Impeccable written and oral communication skills
- In order to work for us in this position, you **MUST** have a driver's license
- Bilingual (Spanish) is a plus

Compensation

- Salary range is \$25/hr and based on experience.
- Full-time, seasonal position working approximately 50.0 hours per week.

Core Program Beliefs

- We believe that within each of us is a desire to move towards health and achievement, under the right conditions. It is our job to provide young people with those conditions.
- We believe that every young person wants to love and be loved. It is our job to love these young people, and to help them learn to love themselves and others.
- We believe in the power of belonging. It is a core human condition to want to be missed when we are gone. We will miss young people when they are absent and we will express that: "We didn't see you yesterday. We missed you. We are glad you are back". We will make sure every young person belongs in our community. No matter what. "She drew a circle to shut me out. Heretic, rebel, a thing to flout. But love and I had the wit to win. We drew a circle that took her in"(Edwin Markham)
- We accept young people for who they are. Right here. Right now. They do not have to change to be respected and loved and valued and be a member of our community. Behavior is not a condition of their worth as human beings.
- We believe that every young person wants to be in charge of their own life. To that end, we will give young people a voice in this program, and choices of how to best accomplish their goals.
- We are hungry to understand if our interventions are having the intended impact. We will be meticulous in our data entry, and ruthless in our hunt to understand the data and learn from it. If what we are doing is not working, we will set aside our egos, intentions and preconceived notions and we will change what we are doing.
- We believe that the young people with whom we work deserve our full attention and our best selves. Therefore, we will: NOT allow our personal beliefs or baggage to interfere with our work; we will commit to doing excellent work all the time on behalf of our young people; we will be honest and transparent with ourselves, our colleagues and our partners. To be very clear, by working in this program we are committing to:
 - Working out our personal issues outside of work;
 - Refraining from gossiping at all costs—bringing all issues directly back to the person OR to the group session;

- Learning our craft before practicing on our youth;
- Giving and receiving honest feedback, even if it is uncomfortable to hear or say