



Job Title: Program Director

Reports to: Camp Director

Full time, Year Round | Housing included | Longville, Minnesota | Reports to: Camp Director

Salary: \$42,000-\$46,000

About the Position

Camp Olson YMCA is seeking a Program Director to lead engaging, safe, and meaningful camp experiences. This year-round leadership position oversees daily summer programming, supports the recruitment and development of seasonal program staff, and helps strengthen programs from one season to the next. The Program Director works closely with the Camp Director and Assistant Director to create a positive experience for campers, staff, and guests.

Key Responsibilities

- Lead the planning, scheduling, delivery, and evaluation of daily camp activities, special events, theme days, and all-camp programming.
- Supervise and support Program Area Directors (Leadership Team) and program staff; participate in recruiting, hiring, training, coaching, and performance evaluations.
- Work with program leaders to maintain engaging curricula, lesson plans, equipment, supplies, and well-prepared activity areas.
- Coordinate daily and weekly program schedules, staff assignments, and alternative activities when weather or other circumstances disrupt plans.
- Promote safe program operations through staff training, equipment checks, incident review, and adherence to camp policies and applicable ACA standards.
- Partner with the Camp Director and Assistant Director on staff training, camper support, risk management, and smooth camp-wide operations.
- Support program budgets, supply planning, inventory management, and end-of-season evaluations and reports.
- Contribute to camper arrivals and departures, staff meetings, special events, and assigned leadership or on-duty responsibilities.

Year-Round Planning & Development

- Review camper and staff feedback and recommend improvements to program quality and the camper experience.
- Update program manuals, operating procedures, activity plans, and training materials in preparation for each summer.
- Help recruit and prepare seasonal program staff, coordinate pre-season setup, and plan program supplies and equipment.
- Support off-season staff engagement, camp outreach, and other camp initiatives in collaboration with the Assistant Camp Director.



Qualifications

- At least 21 years old, with three or more years of relevant experience working with children in a camp or similar setting.
- Experience leading teams and strong communication, organization, and problem-solving skills; supervisory experience preferred.
- Commitment to the mission of Camp Olson YMCA and ability to work effectively with campers and staff from diverse backgrounds.
- CPR, First Aid, and lifeguarding certification, or ability to obtain; Lifeguard Instructor certification preferred.
- Ability to respond calmly to changing schedules, safety concerns, and the demands of a residential camp environment.

Work Environment & Benefits

Summer camp requires an active presence on site, irregular hours, and weekend responsibilities. The position includes work outdoors and in a residential camp community. Reasonable accommodations may be made to enable qualified individuals to perform essential functions.

Benefits described for this position include year round housing, paid time off, opportunities for professional training and certifications, and professional discounts. Compensation is based on experience and certifications; details will be discussed during the hiring process.

How to Apply

To apply, submit a resume and cover letter to margret@campolson.org.

Camp Olson YMCA is committed to creating a welcoming environment for campers, staff, and families.