

## **Director, Camp Ramah in the Berkshires**

**Location:** Teaneck, NJ (Year-Round); Wingdale, NY (Summer)

### **About Camp Ramah in the Berkshires:**

Camp Ramah in the Berkshires (CRB) was founded in 1964 on the principles that Jewish expression and experience, Israel, and Modern Hebrew should be woven into the fabric of everyday life at Camp; and, programming of all types — from the sports fields to the arts studio, eating, singing, dancing, to even just hanging out — should all be infused with Jewish values, traditions, and rituals. Now, fifty-eight years later, Ramah Berkshires serves more than 700 campers (ages 8-16) each summer, supported by approximately 250 summer staff members, at our 250-acre property in Wingdale, New York. Campers come predominantly from communities across the New York metropolitan area, including New York City, Westchester, Long Island, and Northern New Jersey.

Camp Ramah in the Berkshires provides a compelling expression of 21<sup>st</sup>-century traditional egalitarian Jewish life. We model vibrant, inspiring, and joyful Jewish life within the Conservative Movement and are a vital center of American Judaism for Jews of all ages. To achieve this vision, we create a culture of warmth, care, commitment, fun, and exploration for our campers and our staff. We focus on hiring and developing staff members who can serve as appropriate and spirited role models for campers and for each other in all aspects of their lives. We experiment with and offer bold programming, striving to best integrate serious and sustained Jewish living and learning, while aiming for excellence in all of our endeavors.

**About the Position:**

The Director of CRB is the senior professional responsible for articulating the vision and direction of the Camp and for its day-to-day management. The Director is responsible for executing CRB's vision and ensuring both the overall strategic direction and daily performance of CRB. As our primary leader in the community, the ideal candidate will have the charisma, gravitas, and energy to inspire campers and staff, as well as parents, alumni, donors, and Camp's broader community.

The Director will provide the leadership necessary to responsibly evolve the organization. They will ensure that Camp has proper operational procedures, plans, people, and systems in place to effectively manage Camp and ensure the organization's financial health.

The Director will accomplish this through a respectful, constructive, warm, open, and caring style, guided by the Jewish mission, values, and goals of the organization. They will be an inspiring leader, equally at home with campers and summer staff as with donors, parents, Board members, and other stakeholders.

The Director is responsible for overseeing year-round camper recruitment and staff hiring, and the design and planning of the Camp Program. In collaboration with the Board, the Director oversees and informs the budgeting, marketing, vendor management and partnership development, operational planning and facility-management needs of the Camp. During the summer, the Director lives on-site in Wingdale, New York, manages the Camp's entire infrastructure and operations and is responsible for the smooth running of all systems and teams, the health and safety

of all individuals, the culture and dynamics of Camp, and the handling of all crises.

### **Reporting Lines:**

The Director reports to the president of the Board of Directors of CRB. The Board is actively involved and is composed of approximately 30 people, including 10 executive officers. The CRB Director will meet regularly with other Directors from across the Ramah network, and with the director of National Ramah Commission, and will receive support, coaching, and information related to best practices from the leadership at National Ramah. In CRB's current reporting structure, reporting to the Director is:

- Chief Operating Officer / Chief Financial Officer
- Director of Camper Care
- Director of Staff Development
- Director of Development [open position]
  - Director of Programming

### **Responsibilities:**

*Create a Transformational Summer Program:*

- Define Camp's big picture programmatic vision and set high standards for outstanding experiences
- Collaborate with other organizations' leaders to inform the strategic direction of camp, ensure world-class programs, and share best practices
- Infuse Jewish and Israel content into all elements of the Camp experience
- Foster an environment of programmatic creativity and ingenuity

*Build a Summer Team of High Performers:*

- Ensure standards for, and oversee hiring, onboarding, training and coaching efforts and evaluations of all seasonal Camp staff
- Build a summer leadership team to allow for the delegation of supervisory and operational responsibilities
- With the senior team, collaboratively build and institute policies, procedures and practices to define Camp's culture and operating model

*Act as a General Manager for the Organization:*

- Oversee Camp's programmatic and staffing plans, as well as a complex framework of operational systems including medical provision, food service, facility maintenance and office administration
- Manage communications, public relations and community outreach efforts: manage all inbound and outbound communications procedures
- Oversee the maintenance of our physical plant, including ensuring the proper opening and closing of Camp, and all capital improvements
- Oversee all required reporting and documentation, including those to state and local agencies, grantors, and NRC/FJC
- Maintain a physical presence in and around all areas of Camp

*Model Expert Leadership:*

- Manage relationships with a variety of stakeholders including partners, vendors, Camp families, staff, and alumni
- Serve as a role model for campers and staff
- Manage, coach, supervise, and inspire Camp's year-round team; maintain clear expectations and support skills growth

- Apply sound crisis-management strategies on an ongoing basis
- Be open to upward and lateral feedback and input

*Recruit and Retain Campers:*

- Build a framework of innovative recruitment tactics to reach new audiences and deepen existing market penetration
- Maintain ongoing engagement and outreach to existing and previous Camp families
- Manage scholarship allocations and other grant and discount programs
- Serve as the face and voice for CRB at camper recruitment and other agency events

*Lead the Camp's Fundraising Efforts:*

- With Director of Development, spearhead annual fund and capital campaign efforts
- In partnership with the Board, help craft and articulate a compelling case for giving for Camp Ramah in the Berkshires
  - Build, steward, and maintain positive relationships with our diverse pool of current donors, Camp alumni, and potential donors, and expand our donor pool through outreach and relationship building

**Required Experience:**

- Minimum of ten years of professional camp or youth educational experience with at least five years as a camp director, school director, or in a similar leadership position
- Graduate degree in education, Jewish studies, child development, or rabbinic ordination preferred

- A proven track record of successfully managing large and complex organizations
- Expertise in all areas of organizational management (in an educational or camping context) including recruitment, marketing, staffing, budgeting, purchasing, program development, and facility management
- Experience working independently, with a great deal of autonomy, and in a flexible work environment

**Skills and Qualities - candidates should:**

- Have a strong commitment to and passion for Jewish summer camp
- Have a demonstrated ability to run a large and complicated organization, with exemplary attention to detail and organization
- Be an inspiring, positive, empathetic leader and role model and have exemplary leadership qualities and executive presence
- Be committed to the lifestyle associated with full-time resident camp employment: A flexible year-round work environment, coupled with an intense, full-on summer with very limited downtime
- Be a self-starter and go-getter with excellent initiative
- Have strong time-management capabilities and the ability to stay on top of multiple priorities
- Be comfortable working in an adaptive and ever-changing work environment
- Have the ability and willingness to manage high stress situations and crises with a level head and sound judgment
- Be a collaborative team player who enjoys working with professionals from all generations
- Have a sense of humor and enthusiasm for blending work and play

**Salary and Benefits:**

- Base Salary range of \$170,000-205,000 (assuming full-time off season and living on-site at Camp during the summer) plus full benefit package
- Significant investment in professional development

**To Apply:**

Please submit a cover letter and resume to [DirectorSearch@ramahberkshires.org](mailto:DirectorSearch@ramahberkshires.org). Receipt of all submissions will be acknowledged within three business days.

CRB provides equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, age, sex (including pregnancy), sexual orientation, gender identity, disability, or any other characteristic protected by law. CRB encourages individuals from underrepresented groups to apply. To increase equity in hiring, CRB prefers not to receive informal referrals from individuals with personal connections to CRB and cannot factor such referrals into the selection of candidates for interviews.

This job description is intended to convey information essential to understand the scope of the position. It is not intended to be an exhaustive list of skills, efforts, duties, or responsibilities associated with the position.