



# WOOLMAN

*at sierra friends center*

## **Camp Woolman Trips Director Job Description**

Located in the Sierra Nevada foothills, Woolman is a 240-acre hub for retreats, educational programming and enrichment opportunities for people of all ages. Woolman is a non-religious organization that draws inspiration from its Quaker roots. We look to the Quaker values of integrity, equity, simplicity, community, stewardship of the Earth, and peace as pillars for creating a safe and open community. A key part of Woolman at Sierra Friends Center's offerings, Camp Woolman is a place of acceptance, where staff and campers are welcome regardless of race, ethnicity, religion, sexual orientation, gender identity and gender expression.

**Camp Woolman** is an inclusive, residential summer camp where campers can express themselves and explore interests with the support of a talented and experienced staff. Highlights of our programming include learning in our onsite organic farm, art and craft activities, wilderness backpacking trips, river rafting trips (new this year!), swimming, games, silliness and fun! We work together to accomplish tasks, care for the land, make each other laugh, and celebrate our community. Woolman campers and staff are encouraged to express themselves authentically, share their interests & to be whole-hearted team players. Camp Woolman is divided in three areas of focus:

- **Wombat Camp:** campers age 9-13 can enjoy 1-week or 2-week sessions of camp, full of structured and unstructured on-site activities including learning on the farm, art & craft, swimming, games, and performance as well as river rafting trips and wilderness backpacking trips off-site.
- **Teen Leadership Camp:** campers age 14-17 enjoy all the activities offered to younger campers, with an extra focus on developing leadership skills. TLC campers may facilitate activities for Wombat campers, develop a stewardship project while they are at camp, or find a creative way to lead during a session. TLC campers stay for 2-weeks and can go on river trips as well as backpacking excursions.
- **Family Camp** takes place during the week of July 4th and is an opportunity for families to experience the Woolman Campus, the surrounding area, and enjoy light programming. Camp Staff gets a break from regular intensive camp responsibilities, but leads select activities and provides specific supervision (e.g. lifeguarding) for Family Camp participants. Family Camp is also an opportunity for Camp Staff to incorporate extra training, check-ins and a facility reset.

## **Job Description**

Reporting to the Camp Co-Directors, the Trips Director is tasked with managing operations and logistics for all Camp Woolman excursions, including wilderness backpacking trips and guided river rafting trips.

Trips Director ultimately oversees and has responsibility for coordinating transportation, permits, route planning, meal plans, gear and specific staff training for wilderness backpacking trips. Rafting trips are booked through an outside service, but the TLC Director is responsible for coordinating and ensuring campers and staff are prepared for river trips, as well as coordinating travel to and from locations.

Planning is required for roughly:

4 three-day backpacking trips (routes can be repeated)

1 extended teen backpacking trip

2 wilderness day trips (yuba river trips, nature hikes, etc)

2 three-day rafting trips

The Trips Director may also be asked to assist with general day-to-day operations around camp when trips are not scheduled.

## **Job Responsibilities**

- In collaboration with the Camp Co-Directors and leadership staff, develop the 5 week trips program and organize logistics to ensure trips run smoothly. Train and delegate support staff and counselors as needed.
- Develop meal plans and packing lists for all trips.
- Maintain gear and equipment for trips.
- If scheduling allows, be present on select backpacking and rafting trips.
- Develop and lead trip-related training for staff, including staff week backpacking trip.
- Assist in day-to-day camp operations as needed.
- Develop an atmosphere of trust, teamwork and camaraderie among staff and campers.
- Other reasonable tasks may be assigned as necessary. An ability to delegate and support as needed is key.

## **Qualifications Required**

- 2 years experience in youth development
- 2 years experience in camp leadership
- Experience in outdoor/wilderness education and/or experiential education
- Experience organizing group wilderness trips
- Experience coordinating logistics for gear, meals, navigation and permits
- Knowledge of geographical area
- Excellent communication skills, high level of organization and planning
- Professionalism, flexibility, and humor
- Racially literate, gender inclusive and committed to equity and inclusion in all areas
- Able to pass a criminal background check
- Valid driver's license
- Ability to work legally in the United States

**Qualifications Preferred**

- Experience in alternative discipline systems e.g nonviolent communication
- Lifeguard training and certification
- CPR/First Aid/AED certification
- WFR/WFA certification

**Compensation**

This is an exempt position.

Monthly salary for June & July 2023: \$2200 / month

On-site housing is included June-July, which includes a shared bathroom, kitchen and laundry access.

**To Apply**

Email resume and cover letter to Programs Director Morgan Street: [morgans@woolman.org](mailto:morgans@woolman.org)