



Job Posting: Program Director

ORGANIZATION

Camp Kirk empowers neurodiverse kids and youth to reach their potential through recreational programs. Within a small and nurturing community, our programs emphasize strengths so that participants can develop confidence, connection and community. Camp Kirk supports neurodiverse kids and youth, ages 7-17. The majority of our campers have learning disabilities, autism, and/or ADHD.

POSITION OVERVIEW

The Program Director is a member of Camp Kirk's summer Administration Team. Working collaboratively, the 'Admin Team' ensures the smooth operation of the camp, and the wellbeing of the campers and staff. We are seeking applicants who are creative, empathetic, and flexible, with strong problem-solving skills and the ability to thrive in a fast-paced, dynamic environment while supporting neurodivergent children with passion and adaptability to change.

The Program Director oversees all areas of camp programming. Specific duties include:

- Act as the direct supervisor for the Program Staff team (8-10 staff members)
- Develop and coordinate All-Camp programming (i.e. special events, all camp games, campfires, etc.)
- The Program Director will design and oversee programming that is inclusive and adaptable to the varying needs of neurodiverse campers, ensuring that all activities emphasize strengths and foster confidence, connection, and community. ensure activities are well-planned and are running safely and effectively.
- Create session-long schedules of programming, events, and assigned job duties
- Assist in the management of daily camp operations (e.g., supporting logistics, communicating with staff about daily adjustments, or overseeing transitions between activities)
- Act as a member of the Crisis Response Team, responding to and managing situations such as behavioral crisis, emotional regulation challenges, or health and safety incidents in coordination with other camp leaders

CONTRACT DETAILS + COMPENSATION

The dates of employment run from **June 2nd - August 29th, 2025**. The compensation for the Program Director is **\$9,240 + room and board**

REQUIREMENTS + EXPECTATIONS

- 21+ years of age by June 2025
- 3+ years of experience working with children and/or youth
- Previous experience facilitating children's programming is required
- Previous experience working with neurodiverse children or in a specialized camp setting is preferred
- Once hired, applicants must be willing to secure the following before their start date:
 - Standard First Aid + CPR(C), or equivalent or higher certification
 - Criminal Record Check

APPLICATION

Please head to campkirk.com/jobs to submit an online application.