



Program Director Job Description

Program Overview

The Encampment for Citizenship offers a summer leadership program for youth ages 15-18 (virtual in 2021). Approximately 30 young people from diverse ethnic, economic, social, religious and geographic backgrounds participate in the 3-week program. They explore a variety of social and political issues (e.g., environmental, economic, social responsibility and action); challenge ethnic, cultural, gender and sexual orientation stereotypes; and develop their critical thinking and analytical skills. Methods are based on participatory education and integrating the arts in the learning process; the program is philosophically grounded in principles of participatory democracy and belief in human efficacy. In addition, there are guest speakers, forums, films, and large group discussions.

We will be investigating the ways that community serves as the heart of social justice movements. The participants will conclude the program with a comprehensive community map, that will allow them to launch their action plan during the follow-up program.

Position Overview

This is a training position for program director that begins part-time in May 2021 and increases to full-time for the summer program (July 5-28). The Program Director will facilitate all post-summer programming and help with recruitment for the 2022 program (August- November). During the summer program, the Education Director and Program Director are responsible for the participants 5 days a week, during the program hours (9 AM Pacific/11 AM Central/12 noon Eastern - 1 PM Pacific/3 PM Central and 4 PM Eastern). The Program Director is supervised by the Education Director.

Specific Duties Include

Prior to summer virtual program:

- Coordinate programmatic logistics (confirm speakers, identify resources for the participants, etc.)
- Work with Education Director to plan and co-facilitate orientation sessions for youth in June.
- Training with the Education Director

During summer virtual program:

- Collaborate with the Education Director, for ongoing development and implementation of curriculum, action planning, schedule of events, guest speakers, and program evaluation.
- Provide individual support for participants.

- Build relationships with and among participants to deepen the overall experience.
- Facilitate technical operations for the program (zoom, workshop needs, editing, etc.)
- Work with the Education Director to integrate and prepare for InterGen(eration) Weekend program (alumni, parents and community members) within the summer Encampment curriculum.
- Collaborate with the Communications Director on program documentation and social media.
- Gather information from participants that will support the development of their individual action plans in their communities.

After the summer program:

- Conduct weekly whole group workshops and assist participants with their individual action plans.
- Weekly check-ins with all participants to support their action planning
- Youth and intern trainings
- Record keeping of youth attendance and progress
- Record keeping of youth progress with action plans

Qualifications

- Expressed commitment to the mission and methodology of the Encampment
- Extensive experience—at least 6 years—in youth leadership development and/or teaching/counseling adolescents and young adults, preferably in a residential situation
- Experience developing curriculum that encourages critical thinking and integrates the arts in a social justice framework
- Experience with supervising a diverse staff
- Enjoy working with teenagers from diverse backgrounds
- Desire and ability to work in intensive living/working/learning situation (looking ahead to when we are residential again)
- Experience planning/presenting workshop topics in a participatory, democratic environment
- Understanding and experience working within a residential youth setting and an awareness of trauma indicators and triggers and experience creating a safe and supportive environment.
- Driver's license required. Class B (bus driver) license is a plus
- Ability to integrate to integrate the arts into curriculum is a plus.
- CPR and WSI and ropes course certification is a plus
- Capacity for self-reflection.
- Flexibility and a sense of humor
- Spanish speaking is a plus
- Self-initiated work style; ability to work in cooperation with staff team

Competitive salary

Ideal candidate is a progressive youth educator with a social justice perspective and youth leadership development experience with a month free in the summer and adequate time for training and curriculum development during the school year. Hours can be somewhat flexible during school year as long as the job requirements are met. This job ideally will transition into a full-time position in the fall.

Start Date: part-time May 2021

To Apply

Position is open until filled. We urge qualified applicants to apply ASAP so we can begin training. Please include the following:

1. Cover letter, including an explanation of your interest in employment with the Encampment for Citizenship, your experience working with youth and your particular interests and skills concerning social, political, cultural and recreational issues. Include any other pertinent personal or life experience.
2. Resume, including any camp-oriented or educational certifications that may be useful (include classification and expiration dates).
3. Names and addresses, emails, phone numbers of 4 references, including at least 3 current work-related references.
4. Describe your experience supervising others in a youth program.
5. Written description of how you have dealt with the most challenging issue(s) and problem(s) that have arisen in your work with young people in similar programmatic situations. Include descriptions of the issues, your responses and outcomes.
6. Optional but preferred: submit a video of yourself engaging young people using creativity, the arts or imagination

Please forward the above to msilverbear@encampmentforcitizenship.org

Or send to: Encampment for Citizenship, PO Box 1210 Aptos, CA 95001-1210