Camp Director

Camp T on Birch Lake | Vandalia, Michigan

Position: Full-Time, Year-Round
Location: Vandalia, Michigan (southwest Michigan, 2 hours from Grand Rapids, 2 hours from Chicago)
Housing: On-site residency required during the summer camp season; no off-season housing available.

About Camp T

Camp T on Birch Lake is seeking an enthusiastic, experienced, and dedicated Camp Director to lead our summer camp programs and help shape the future of our organization. Located on the shores of beautiful Birch Lake in southwest Michigan, Camp T has been creating unforgettable summer experiences for children for more than 100 years. Our programs emphasize friendship, belonging, personal growth, outdoor adventure, and the opportunity to unplug from technology and connect with others. This is an exciting opportunity to join an experienced, supportive leadership team at a well-established camp with a rich history and strong traditions. We're looking for a leader who can honor those traditions while bringing fresh ideas, creativity, and energy to our programs.

Position Overview

The Camp Director is responsible for the planning, administration, and day-to-day leadership of Camp T's summer camp programs, as well as the coordination and management of off-season rental groups. This is a full-time, year-round position that combines program development, staff leadership, marketing, and operational management. During the summer, the Camp Director lives on-site and provides hands-on leadership to ensure a safe, welcoming, and memorable experience for every camper and staff member. The ideal candidate is an organized, energetic leader who enjoys working with children and young adults, thrives in a collaborative environment, and is passionate about the positive impact of summer camp.

Key Responsibilities

Summer Camp Leadership & Program Management

- Plan, organize, and oversee all aspects of the summer camp program, including overnight and day camp.
- Develop activity offerings, special events, and camp-wide programs that provide engaging and meaningful experiences for campers.

Camp T on Birch Lake is an equal opportunity employer committed to building a diverse and inclusive staff team.

- Ensure that camp programs reflect our mission, values, and commitment to creating a safe, inclusive, and welcoming community.
- Provide daily leadership and supervision of camp operations during the summer season.
- Maintain high standards for camper safety, supervision, behavior management, and program quality.
- Work collaboratively with other members of the leadership team to coordinate facilities, food service, health services, transportation, and other operational needs.
- Build positive relationships with campers, families, and staff, and respond professionally to questions and concerns.
- Evaluate programs and identify opportunities for continued improvement and growth.

Staff Recruitment, Training & Supervision

- Recruit, interview, hire, and supervise approximately 40 seasonal summer camp staff members.
- Plan and lead comprehensive pre-camp staff training, including camper supervision, behavior management, program delivery, safety procedures, and leadership development.
- Provide ongoing coaching, mentoring, feedback, and performance evaluations for seasonal staff.
- Foster a positive, supportive staff culture built on teamwork, accountability, inclusion, and professional growth.
- Manage staff scheduling, assignments, and performance concerns throughout the summer.

Marketing & Camper Recruitment

- Develop and implement strategies to market Camp T's programs and increase camper enrollment.
- Collaborate with the leadership team to create promotional materials, social media content, email communications, and other marketing initiatives.
- Represent Camp T at community events, camp fairs, school visits, and other recruitment opportunities.
- Build relationships with current and prospective camp families to encourage enrollment and retention.
- Identify opportunities to expand the camp's reach and introduce new families to the Camp T experience.

Off-Season Rentals & Programs

- Coordinate and manage rental groups and special events held at camp outside of the summer season.
- Communicate with rental group leaders to coordinate schedules, facilities, activities, staffing, and other logistical needs.

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- Work with the facilities and operations teams to ensure camp is prepared to welcome rental groups.
- Provide on-site leadership and support for rental groups as needed, including some evenings and weekends.
- Identify opportunities to grow off-season facility usage and program revenue.

Administration & Organizational Leadership

- Participate as an active member of Camp T's year-round leadership team.
- Assist with program budgeting, purchasing, and resource management.
- Maintain appropriate records, policies, and procedures related to camp operations.
- Support compliance with applicable licensing requirements and American Camp Association accreditation standards.
- Contribute to long-range planning, program development, and organizational goals.
- Represent Camp T professionally within the local community and the broader camping profession.

Qualifications

Preferred qualifications include:

- Bachelor's degree in recreation, education, youth development, outdoor leadership, or a related field, or equivalent professional experience.
- Previous leadership experience in a residential summer camp or similar youth-serving organization.
- Experience recruiting, training, supervising, and mentoring seasonal staff.
- Strong organizational, communication, problem-solving, and interpersonal skills.
- Demonstrated ability to manage multiple priorities and work effectively in a fast-paced environment.
- Experience with program planning, marketing, and camper recruitment.
- Commitment to creating an inclusive environment where children and staff from diverse backgrounds feel welcome and supported.
- Familiarity with American Camp Association standards and youth development best practices.
- Current First Aid and CPR certification, or willingness to obtain required certifications.

We recognize that strong camp leaders come from a variety of professional backgrounds and encourage candidates with relevant experience to apply.

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CAMP T
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Schedule & Housing

This is a **full-time, year-round position** based at Camp T on Birch Lake in Vandalia, Michigan. During the summer camp season, the Camp Director is required to live on-site and be available to provide leadership throughout camp operations. Summer hours are demanding and include evenings and weekends. During the off-season, the position offers a more flexible schedule, with a combination of regular weekday responsibilities and occasional evening or weekend commitments for rental groups and special events. **On-site housing is provided during the summer camp season only. No off-season housing is available.**

Compensation & Benefits

Starting Salary: $55,000-$65,000 annually, negotiable based on experience and qualifications.

Camp T offers a supportive work environment and a benefits package that includes:

- Access to health, dental, and vision insurance
- Paid vacation
- Professional development and continuing education opportunities
- Opportunities to attend camp conferences, workshops, and training events
- Flexible scheduling during the off-season
- Summer housing during the camp season
- The opportunity to work with an experienced and collaborative leadership team
- A meaningful career helping young people grow, develop confidence, and create lifelong memories

Why Work at Camp T?

At Camp T, you'll be part of something special. With more than a century of camp traditions, generations of devoted campers and alumni, and a strong commitment to continued growth, Camp T offers the opportunity to make a lasting impact. You'll work alongside an experienced year-round team that values collaboration, creativity, and a shared commitment to providing exceptional experiences for children. We're looking for someone who loves camp, believes in the power of outdoor experiences, and is excited to help carry our traditions into the next 100 years.

How to Apply

Interested candidates should submit a resume and cover letter describing their relevant experience, leadership philosophy, and interest in the Camp Director position to our CEO, Amber Holleman (amber@tannadoonah.org)

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