**Michigan United Conservation Clubs**

**Position:** Camp Director & Conservation Educator

**Mission:** Founded in 1937, Michigan United Conservation Clubs is the largest statewide conservation organization in the nation. Its mission is to unite citizens to conserve, protect and enhance Michigan’s natural resources and outdoor heritage

**Organizational Values**

* Fosters a conservation stewardship ethic in the public
* Protects the rights of the public to hunt, fish, trap and recreate outdoors
* Encourages the public to connect to our resources through active recreation
* Advocates for sustainable conservation practices and resource stewardship through sound scientific management

**Camp Description:** Michigan United Conservation Clubs has operated summer youth camp programs since 1946. During this time, more than 58,000 youth have learned to enjoy the outdoors safely and have left camp with a deeper appreciation and respect for the natural world they live in. Michigan Out-of-Doors Youth Camp is held throughout the summer at the restored Cedar Lake Outdoor Center near Chelsea, MI. This camp focuses on outdoor technical skill building and teaching the science behind conservation as part of each and every camp theme offered. During their week at camp, youth will increase their knowledge of ecological concepts and broaden their awareness of conservation issues through hands-on nature experience.

**Full-time- $**35,000-$38,000 depending on experience**.** Full benefits including, medical**,** dental, vision and 403b(retirement).

**Reports to:** Education Director

**Job Goals:**

* Fosters a conservation stewardship ethic in the public
* Encourages the public to connect to our resources through hunting, fishing, trapping and outdoor recreation

**Job Responsibilities:**

Management and oversight of the organization’s overnight youth camp and year-round education programs.

Responsibilities include but are not limited to:

**Michigan Out-of-Doors Youth Camp**

* Counselor/staff recruitment and retention
* Plan, supervise and direct all camp programs
* Plan and provide all staff training
* Development of routines, schedules and procedures for day to day camp operations
* Oversee all facility maintenance projects
* Supervision and discipline of campers and staff
* Plan and implement camp curriculum
* Review all camper medical records and review with health director and/or parents
* Evaluate current camp year and make recommendations for improvement
* Act as a professional role model for both campers and staff
* Oversee program timeline
* Oversee program marketing
* Networking and partnership building
* Oversee camp rentals
* Coordinate rental tours and recruit new prospective rental groups
* Work with Membership Coordinator to monitor rental payments
* Coordinating with camp volunteers and Camp Facility Committee regarding camp related projects and maintenance
* Grant writing
* Fundraising
* Digital/social media presence to expand the reach of cam programs

**Other education responsibilities**

* Assist Education Director with conservation-focused educational seminars and programs outside of the camp season, including outdoor shows, schools and youth conservation events
* Implement a communications strategy with Chief Information Officer
* Contribute articles for Michigan Out-of-Doors Magazine and TRACKS Magazine
* Some weekend and evening hours will be required
* Other tasks as needed

**Minimum Education & Skills**

* Bachelor’s degree in education, parks and recreation, natural resources management, fisheries and wildlife, environmental studies or related field
* First aid/CPR certified, or willing to become certified
* Four months’ experience in a camp setting
* At least four months working with youth ages 5-16
* Highly organized
* Strong public speaking abilities
* Supervisory experience
* Experience using MS Office and Google suite
* Ability to teach children and adults
* Ability to see projects through from creation to completion
* Ability to work independently
* Ability to handle multiple priorities
* Ability to work as part of a team
* Knowledge of hunting, fishing and conservation

**Minimum Physical Expectations**

* Physical activity often that requires walking, hiking, kayaking, and other forms of outdoor physical activity.
* Physical activity that often requires lifting over 50 lbs.
* Physical activity that often requires bending, stooping, reaching, climbing, kneeling and/or twisting.
* Physical activity that requires traversing a 240 acre property.

**Miscellaneous:**

Must be willing to live on site at camp from mid-June through Mid-August

Must have reliable form of transportation including insurance

For more information on our organization, please visit our website [www.mucc.org](http://www.mucc.org) or our camp website www.muccamp.org

Please submit cover letter, resume and three references to [smckeon@mucc.org](mailto:smckeon@mucc.org)

Posting will close on Sunday September 26th, 2021 or when filled.