



Program Director Job Description

Program Director Position Summary:

The Program Director is an exceptional leader who supports our mission to build resilience through outdoor adventure. The Program Director has a deep understanding of trauma informed care principles, a passion for outdoor adventure, and will lead our program team while relentlessly pursuing quality improvement of our programs. The program director has a heart that aligns with our mission, sets the tone for camp and all programming with a caring, supportive, attentive, and encouraging presence. The program director represents Life Adventure Center with community partners and at community events with a professional presence.

Job duties and responsibilities:

- Serve as the primary liaison with the leadership of participant groups to ensure appropriate creation, implementation and evaluation of programs.
- Direct supervision of program team members including recruitment, retention, evaluation, coaching, active listening and support for these key program delivery roles.
- Oversight of pre and post test data collection of the Rugged Resilience Measure for identified participants.
- Prepare budget requests and maintain fiscal accountability for program budget.
- Develops expert knowledge of risk management policies, procedures, emergency response and management plans.
- Actively leads in staff meetings, seeks out and shares ways to improve workplace communication, wellness, collaboration and innovation.
- Communicates with Executive Director and team any problems, changes, and opportunities for growth when evaluating program effectiveness, and offers suggestions for improvement.
- Eagerly engages in training as assigned and pursues professional development opportunities to expand competency and program effectiveness.
- As with all positions at LAC, this position extends beyond work as a role model to youth in our community, especially regarding *trauma-informed care, growth mindset, respect, communication, leadership and teamwork*-values promoted in our programming.
- Provides services in a manner that respects individual dignity and cultural heritage.
- Other duties as assigned

Expectations:

- Adaptive to varying schedule, as well as the ability to occasionally work on weekends.
- Applicant must be able to lift at least 50 pounds and sit or stand for extended periods in an outdoor setting.
- Applicant must be able to perform by hiking, biking, climbing, and paddling in extreme conditions (hot, humid, cold, rain, snow) for extended periods.
- Applicant must be willing to commit to be responsible for other duties as assigned including and not limited to: Food Service and Farm, Facility, and Equipment Maintenance.
- Each program team member is expected to become trained and certified to facilitate all areas related to programming provided at LAC. This includes and is not limited to: challenge course, equine, waterfront/canoe, trauma-informed practices, First Aid/CPR, food management, and archery.
- Anticipated time allocation: 50% Administrative, 50% Direct Program Facilitation

Qualifications:

- Bachelor's or Master's degree in recreation, outdoor or experiential education, therapeutic recreation, psychology, social work, education or related field
- Strong ability to connect with trauma affected populations
- Excellent communication and interpersonal skills
- Five (5) years of experience facilitating outdoor adventure/therapeutic adventure experiences in a camp, community, and/or behavioral health setting or five (5) years of experience in working with youth and/or underserved populations.

Position Reports and will be evaluated by:

- Executive Director

Compensation:

\$55,000-80,000/year based on experience, skills and education. Excellent benefits include generous PTO, health insurance, 403(b) with up to 5% employer match contribution, flexible hours and an office located on a spectacular 575-acre, natural preserve.