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**Position Title:** C5 Leadership Manager/Summer Camp Director

**FLSA:** Exempt

**Reports To:** Director of Crossroads C5 Leaders

**Supervises:** Seasonal Staff Team and Full-Time Leadership Coordinator

**Location:** Boston, Duxbury and Ashby

**Salary Range:** \$65K - \$75K

**Position Summary:** The C5 Leadership Manager/Summer Camp Director will lead all facets of the Crossroads C5 Leader overnight summer program at Camp Lapham for approximately 300 teens in Grades 8-10. The Leadership Manager will also oversee delivery of the school-year C5 leadership curriculum and manage the C5 Leadership Coordinator. S/he will ensure that goals for program quality, youth outcomes, and operational effectiveness are met. The Leader Manager will advance the Crossroads vision and mission through outstanding leadership, planning, people development, strategic decision-making, and program enactment.

The Leadership Manager/Summer Camp Director will have a genuine passion for supporting teens and staff to achieve excellence, with significant experience in a similar position focused on positive youth development. Essential to success in this role will be demonstrated experience as a highly-effective and collaborative leader of both people and systems. This includes the ability to develop strong teams, to maintain strong relationships with Crossroads' many stakeholders (teens, families, staff, board, donors, volunteers, alumni, partner schools and organizations), and to ensure smooth daily operations. In addition, the Leadership Manager/Summer Camp Director has primary responsibility for hiring, managing, and developing staff and deploying resources to drive maximum programmatic impact and outcomes for youth.

**Key Accountabilities:**

- Lead the planning, coordination, and implementation of safe, engaging, and intentional residential summer programming for teens in Grades 8-10 (two, 25-day overnight sessions).
- Serve as the site lead to ensure that the program and operations comply with local, state, and federal regulations and meets the American Camp Association (ACA) accreditation standards.
- Lead and deliver outstanding experiential leadership curriculum to all teens enrolled in the C5 program during the school year (Grades 8-12).
- Recruit, hire, train, supervise, and inspire a diverse team of up to 50 seasonal summer camp and school year weekend staff to achieve program outcomes.
- Maintain a high level of applicable professional knowledge and best practices through ongoing professional education and relationships with colleagues and experts in the field.
- Develop and foster strong relationships with families, teens, and partners to ensure we are maintaining a culture of high expectations and outstanding outcomes.
- Collaborate with C5 team members to ensure that every teen has a positive experience during their C5 journey.
- Coordinate with other Crossroads camp directors to create efficiencies and best practices in running summer camp programming.
- Plan, manage, and meet approved budget for summer camp and related school year programs.

**Areas of Emphasis:**

- Ensure that the highest levels of safety are in place at all times, prioritizing the physical and mental well-being of all participants and staff.
- Foster and promote a culture of joy, inclusivity, and optimism.
- Focus on enacting outstanding outdoor, experiential leadership programming that results in all C5 Leaders reaching program outcomes.
- Collaborate in design and enacting high-quality staff training and ongoing coaching to ensure that standards for professionalism, program improvement, and staff development are met.

- Demonstrate strong problem-solving skills, and the ability to identify connections and relationships between concepts, resources, and people. Generate innovative solutions to program challenges.
- Support implementation of measurement and evaluation systems for tracking youth development toward program outcomes.
- Foster a culture of respect and appreciation for Crossroads, the young people we serve, our staff, the facilities, and the natural environment where our programs are offered.
- Supervise teams and collaborate with facilities/maintenance staff to ensure a high level of cleanliness and facility readiness; promote a culture of “Leave No Trace.”
- Collaborate with the development team on donor and grant-based fundraising opportunities and contribute to the culture of philanthropy.

#### **Supervisory Authority:**

- Partner with the C5 team, the Director of Management & Evaluation, the Chief Operating Officer, and the Executive Director to develop and implement annual priorities that ensure program standards and youth development outcomes are advanced.
- Exercise lead decision-making over all elements of the day-to-day summer camp operations.
- Oversee the recruitment and selection of seasonal and part-time school-year staff, including an outstanding camp leadership team, counselors, food service, medical staff, and operations/clerical staff.
- Supervise and coach summer camp and school year staff to build their capacity to deliver outstanding experiential programs within the context of a joyful, inclusive community.
- Develop and manage the summer camp program budget to balance appropriate investment with efficiency.

#### **Qualifications (knowledge/skills/abilities/behaviors):**

- Demonstrated passion for working with youth and a genuine belief in their potential for success; an unshakable belief in the mission of Crossroads.
- Commitment to diversity, equity, inclusion, and belonging.
- Collaborative, engaging leadership style with mature interpersonal skills and the ability to manage multiple, competing priorities and deadlines.
- Strong work ethic; ability to lead by example and be effective in a fast-paced, high-energy environment.
- Self-starter who can work independently and take initiative.
- Effective team-builder and problem-solver who remains calm under pressure.
- Polished communication and interpersonal skills with an ability to establish strong relationships via email, phone, and in person with families, campers, agencies, schools, volunteers, and staff.
- Ability to safely and effectively manage risk.
- Ability and enthusiasm to work evenings, weekends, and overnights including ten weeks during the summer months.
- Willingness to obtain skills certifications, as appropriate.
- Positive approach, can-do attitude, sense of humor, and grace under pressure.
- Ability to handle rough, uneven terrain and the rigors of camp life.
- A love of the outdoors and desire to share that with others.

#### **Education/Relevant Experience:**

- Minimum of five years of experience in youth outdoor camping, with two in a supervisory role.
- Bachelor’s degree or equivalent work/life experience.
- Prior supervisory experience with demonstrated ability to coach, train and supervise a diverse group of staff and to develop a climate of trust, respect, and accountability.
- Experience with creating and leading high-quality programs to meet desired outcomes.
- Deep commitment to and experience prioritizing and maintaining the highest levels of child safety.
- Experience working in a diverse community.

#### **How to Apply:**

Please send resume and cover letter, describing your interest in this role and outlining how your skills and experience meet the qualifications of the position to Joanne Fay at [joanne@crossroadsma.org](mailto:joanne@crossroadsma.org).

## Organizational and Program Overview

Founded in 1936, [Crossroads](#) serves over 1,000 children and teens from communities of across Greater Boston and Brockton. Our mission is to empower young people to realize their potential and positively impact the world. Crossroads' programs provide access to opportunities for experiential learning, social-emotional skill development, and relationship building with peers and role models. Our residential settings, intentional mentorship, and powerful culture offer a brave space for participants in Grades 2-12 to test themselves and new ideas as they engage in learning experiences that are rigorous, relevant, and stimulate the development of essential skills.

The primary objective of the [C5 Leaders](#) program (Grades 8-12) is to build the capacity of teens to attain a college degree or professional certification. Participants learn skills that empower them to be character-driven, community-focused, challenge-ready, college/career-bound, and committed to a better future (the 5C's). Over the course of five years, teens refine and practice their leadership skills as they immerse themselves in experiential learning contexts, civic engagement, and college and career exploration. The depth of peer-to-peer and teen-to-staff relationships fostered over the course of five years and the intensity of our challenge-based, experiential learning model are key differentiators between C5 and other youth development programs.

Through hands-on learning in transformative spaces and places, participants practice and refine the essential social emotional skills required for success in high school and beyond. Programming includes:

- "Pathway" Weekends: grade-level cohorts participate in overnight weekend workshops during the school year focused on social-emotional skill development, civic responsibility, and college/career exploration and planning.
- Transformative overnight summer experiences: 25-day Leadership University at Camp Lapham (Gr. 8-9), 14-day National Outdoor Leadership School trek in Wyoming (Gr. 10), 6-day Rod to College Tour (Gr. 11), and 6-day ACT Now Summit pre-college (Gr. 12). These signature experiences represent vital opportunities for exploration and personal growth through active learning.
- Community engagement: Participants take part in community service learning that emphasizes developing personal agency and responsibility for one's community.
- Intensive near-peer mentorship: includes check-ins each month focused on social-emotional learning, academic support, and mental wellness.

Throughout the year, there is an intensive focus on the program's three core curricular pillars:

Leadership U: Introduces social emotional skills required for self-awareness and learning to lead others. Offerings emphasize learning about and practicing leadership in challenging environments. Through a series of workshops that are thematically linked to high-engagement, experiential learning activities, students strengthen skills and dispositions related to:

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|-----------------------------|-------------------------------------|
| ▪ Character and Core Values | ▪ Positive Attitude                 |
| ▪ Ethics                    | ▪ Managing Conflict                 |
| ▪ Community Service         | ▪ Goal Setting                      |
| ▪ Appreciating Diversity    | ▪ Creative Problem Solving          |
| ▪ Learning from Experience  | ▪ Accountability and Responsibility |
| ▪ Learning from Failure     | ▪ Team Skills                       |
| ▪ Communication Skills      | ▪ Building Trust                    |

Community Impact: This curriculum builds greater understanding of social issues and how they impact participants' perceptions of themselves, others, and the world. Content challenges teens to think critically about choices and opportunities. Participants learn about themselves, how to appreciate those who are different, and they develop skills and agency to find solutions to complex issues impacting their communities and the world.

Postsecondary Success Initiative (PSI): Every teen participates in the curricular, experiential, and coaching components of C5 PSI. This college/career exploration and planning includes campus and workplace visits, career interest panels, professional skill-development workshops, and tailored support through the college/career program application process, ultimately leading to the selection of a "right fit" option.