

## LIT Director

### Qualifications:

1. Minimum 20 years of age.
2. Minimum two years work experience in organized camping.
3. At least one year supervisory experience in camp setting.
4. Have good communication skills and work well with children, adults and groups.
5. Interest, knowledge, and skill in a variety of camp program fields.
6. Familiarity with diabetes management preferred. (training provided)

**Responsible To:** Camp Director, Assistant Director, and Director of Programs

### Duties and Responsibilities:

1. Provides leadership and guidance to a cabin group of LITs.
2. Works with other LIT Directors to ensure a successful program.
3. Acts as a role model to campers, LITs, and peers with regard to diabetes and nutrition management.
4. Facilitates and participates in staff training week.
5. Enforces safety and health regulations. Reports hazards to Camp Director and/or Health Center Director.
6. Maintains cabin and camp as a safe and clean environment.
7. Guides the LITs in group, unit, and program activities.
8. Evaluates LITs' participation in program.
9. Assists with program activities and other activities in the unit, working closely with the Unit Leader, Program Director, and other Senior Staff.
10. Responsible for monitoring during free time.
11. Supervises cabin during meal times and snack times.
12. Assists LITs with diabetes management as required, as outlined by the Health Center Director, and in compliance with the Medical Guidelines.
13. Attends staff meetings and contributes information, ideas, and evaluations.
14. Cleans and prepares camp and cabins for incoming LITs for each camp session.
15. Prepares LIT Manual prior to LIT arrival.
16. Agrees and abides by the terms outlined in the Healthy Living Contract.
17. Abides by all Camp Personnel Policies.
18. Learn and abide by Camp Nejeda's Anti-Bullying Policy to ensure that bullying is not permitted.
19. Participates in camp trips as assigned.
20. Assists Program Director in taking pictures for Bunk1.
21. Greets parents and campers on opening and closing day of each session with warmth and enthusiasm.
22. Responsible for creating an inclusive environment for all campers and staff.
23. Performs OD as assigned.
24. Assigns LITs to counselor mentors.
25. Leads LITs in planning theme weekend and supervises all aspects of the program.
26. Works with Camp Director to plan and implement all LIT trips, including scheduling, packing and unpacking vehicles.

27. Performs the duties of S.O.D., including evening on-duty, bell ringing, announcements, supervision of flag raising and lowering, singing and announcements after meals and monitoring pavilion.
28. Attends daily senior staff meetings.
29. Becomes familiar with and helps to maintain ACA and NJ Department of Health standards.
30. Works in cooperation with Executive Director and Health Center staff, Dietitian, Nurses, Culinary Director, Director of Programs, and Maintenance Director.
31. Work with LITs to identify unique skills and talents that can translate into program activities.
32. Attends weekly staff meetings and contributes information, ideas, and evaluation.
33. Takes initiative in recognizing needs of campers, counselors, and other Senior Staff and assisting appropriately.
34. All other duties as assigned.

### **Essential Functions**

- Ability to provide leadership.
- Ability to work with children.
- Ability to lead Program Activities.
- Ability to provide basic diabetes care and respond appropriately to emergencies.
- Ability to monitor and supervise cabin group throughout the day in all areas of camp.
- Ability to plan special events and programs.
- Ability to act as a good role model for campers in all aspects of camp life, including diabetes management.
- Ability to supervise, coach, and evaluate LITs.
- Ability to coordinate camp activities.
- Ability to work with staff to ensure the smooth operation of Camp Nejeda.
- Ability to establish a good relationship with campers and parents.
- Ability to create schedules.
- Ability to understand the entire operation of the camp.