

## ***Jr. 76ers Camps Assistant Director Job Description***

Are you looking for the best summer job ever? Look no further because Jr. 76ers Camps is hiring **Assistant Directors** to work across our locations in the Philadelphia metro area from June through August!

Join our mission-driven team for a fun and rewarding summer! Our team members are expected to make a positive impact on children. Jr. 76ers Camps Staff will receive comprehensive training, professional development, resume building and networking opportunities:

- internships and field work opportunities for graduate and undergraduate students
- coaching positions with continuing education and leadership opportunities
- great summer schedule
- competitive compensation
- employee referral bonus program

What will you do all summer (in addition to having fun with campers and fellow team members)? An **Assistant Director** is responsible for:

- Supervising campers [ages 6-13]
- Actively participating in all camp activities
- Providing a safe and fun learning environment and serving as a positive role model
- Assisting Director in the implementation of Jr. 76ers Camps curriculum
- Assist Director and GM with hiring of camp staff

### **Position Objective/Purpose**

Jr. 76ers Camps is hiring motivated leaders with prior basketball coaching experience who believe in our mission, build positive relationships and ensure the well-being of our campers.

### **Position Scope Factors**

Some travel may be required

Hours: 7:30 am – 4:15 pm (Monday), 8:00 am - 4:15 pm (Tuesday-Thursday), 8:00 am-4:30 pm (Friday).  
Schedule may vary depending on location and week.

### **Essential Job Functions Responsibilities**

- Ability to deliver basketball programming and instruction based on the Jr. 76ers Camps Program Curriculum
- Plan, organize and facilitate skill instruction periods
- Oversee game periods (timekeeping, refereeing, etc.)
- Coordinate daily camp schedule with Director
- Run daily tournaments and contests
- Promote and actively participate in all camper activities
- Work effectively with other Directors and Coaches; collaborate on daily responsibilities
- Complete assigned paperwork
- Serve as a positive role model to campers
- Exhibit Jr. 76ers Camps Core Values always and adhere to all company policies
- Follow the Jr. 76ers Camps Code and always maintain the Jr. 76ers Camps Look (uniform appearance)

- Demonstrate Jr. 76ers Camps Virtues of Character (Gratitude, Respect, Trustworthiness, Effort, Kindness, Positivity, Resilience, Community) in camp daily
- Have fun and have that trait be recognizable by staff and campers.
- Other responsibilities as assigned

### **Essential Job Functions - Working Conditions and Physical Requirements**

- Push/pull, lift and carry a minimum of thirty-five (35) pounds across campus
- Respond to emergency situations
- It is understood you will complete all trainings and pre-employment credentials required by ESF and the state you are working in.
- Possess physical capacity to fulfill all essential job functions responsibilities listed above

### **Position Competencies for Success**

- Understand and support the mission of the organization
- Commit to the growth and development of Jr. 76ers Camps players
- Work effectively with others in all levels of the organization in a professional manner
- Be responsible, reliable, and safe
- Always have a positive, can-do attitude
- Be patient, caring and creative
- Produce consistent, high-quality work
- Demonstrate excellent judgment; identify problems and work quickly to find solutions
- Be a flexible, adaptive and a team player
- Desire to make a difference in the life of a Jr. 76ers Camps player

### **Experience Requirements**

- Minimum of 1-2 years management or people development experience
- Demonstrated experience in effectively managing staff and developing talent
- Successful experience with group facilitation skills and public speaking
- Previous experience working with children in a basketball supervisory capacity
- 3-4 or more years of basketball camp experience
- Youth basketball coaching experience (required)
- Minimum 4 years of experience playing and/or coaching high school or college basketball

### **Education Requirements**

- Bachelor's degree required

### **Certification Requirements**

- Teacher certification preferred
- First Aid/ CPR preferred
- Concussion training preferred

### **Other Skill Requirements**

- Outstanding communication skills: These include the ability to use oral and written skills that are clear, concise, and grammatically correct in all aspects of professional interaction with campers, their families, peers, leadership team and the larger community.

- It is understood you will complete all trainings and pre-employment credentials required by Jr. 76ers Camps and the state you are working in.

### **Covid 19 Health & Safety Protocols**

Jr. 76ers Camps have developed and will be implementing an Advanced Safety Plan to ensure our campers, team members, and parents thrive in a safe environment. This plan includes detailed safety measures in the following areas. Team members will be trained on all protocols and full compliance is expected.

- Limited enrollment and smaller group sizes
- Camper & staff screening with use of Personal Protective Equipment (PPE)
- Cleaning, disinfection & handwashing
- Premier outdoor facilities
- Reasonable contact reduction, including social distancing practices
- Symptom Management Action Plan
- Specialized Safety Training

### **Reporting Relationship(s)**

- Reports directly to the Director. May also take direction from and is overall accountable to the General Manager.