



NEW HAVEN
LAND
TRUST

Schooner
EXPLORING OUR COAST
A SIGNATURE PROGRAM OF THE NEW HAVEN LAND TRUST



Environmental (Schooner) Camp Director and Preserves Coordinator

New Haven Land Trust, Inc.
817 Grand Avenue, Suite 102
New Haven, CT
www.newhavenlandtrust.org

New Haven Land Trust partners with people to care for our urban landscape so all people discover, access, and enjoy the lands and waters that provide food, health, and life.

The Opportunity

New Haven Land Trust seeks a full-time, year-round Environmental Camp Director and Preserves Coordinator to plan and oversee the operation of its eight-week environmental summer camp for youth (ages 6-14+) as well as coordinate educational and stewardship events on the Land Trust Nature Preserves throughout the year. We are seeking an individual with passion for environmental stewardship and education, strong management, interpersonal, and organizational skills and a vision to further grow and develop our programming. Candidates should have a background working with youth, managing staff, and with hands-on education.

Schooner Camp incorporates land and sea-based programing on New Haven's unique coastline through sailing lessons and environmental education. Schooner is a highly successful summer camp program that brings kids ages 6-14 to the Connecticut shoreline to learn about the rich coastal habitat of the Long Island Sound through shore exploration and sailing. Fifty percent of all campers utilize a scholarship to attend the camp, and over the past two summers, more than half of the sailing program campers were experiencing sailing for the first time.

The Schooner Camp Director will be responsible for managing and organizing all aspects of the Schooner Camp including hiring, training, and managing 12+ camp staff members as well as teenage volunteers, overseeing and modifying curriculum, communicating with parents, camp outreach and registration, updating any emergency protocols and policies, ensuring all camp paperwork is in accordance with the Office of Early Childhood state standards, risk management, and ensuring the safety and wellbeing of all campers. When the camp is not in session, the Coordinator will be responsible for coordinating activities on the New Haven Land Trust nature preserves, including infrastructure improvements and maintenance, volunteer events, and educational events/activities. In addition, the Coordinator will serve as the primary point of contact for all general inquiries and requests for information about the preserves and related events and cooperate with other Land Trust staff to ensure appropriate management of Schooner and



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Preserves social media and website presence. Both Schooner Camp and New Haven Land Trust's Preserves are supported by committed and able volunteer committees.

The Organization

As of January 1, 2020, New Haven Land Trust will integrate the staff and programs of New Haven Farms into its overall mission and programming. This newly merged organization unites two nonprofits that have been leaders and innovators of New Haven's urban environmental movement.

The New Haven Land Trust (NHLT), Connecticut's first urban land trust, has served the community for nearly 40 years by acquiring and stewarding over 80 acres of nature preserves city-wide and by supporting 55 community gardens throughout New Haven's diverse neighborhoods. NHLT has grown significantly over the last five years to include programs for young environmental entrepreneurs and a marine and coastal exploration summer camp on Long Island Sound. New Haven Farms (NHF) began seven years ago with its innovative Farm-Based Wellness Program that partners with medical centers to engage people with diet-related chronic disease risk factors in planting, growing and harvesting at their seven farms across New Haven. Both organizations have a growing commitment to racial equity and community leadership and have taken strides in cultivating community ownership among its stakeholders.

Equally important is the organization's focus on accessing the natural environment through education, land conservation and stewardship, recreation, and youth development and entrepreneurship. Its innovative **Growing Entrepreneurs program** works with New Haven high school students to develop small-business ventures with a positive impact on the environment and the New Haven community. **The organization manages six nature preserves, featuring important natural resources and habitats located throughout New Haven.** It holds field trips and guided nature walks in the preserves to connect people to the abundance of nature in the city and reinforce the importance of conservation in urban areas.

The organization is supported by a staff of nine full-time and five part-time staff and oversees a budget of just under \$1M, with nearly \$350,000 in reserves.

Minimum Credentials

- Bachelor's Degree in a related field
- Prior environmental education camp experience with 50+ campers
- Demonstrated experience managing parent relationships and camper emergencies
- Experience managing staff
- Strong oral and written communication skills
- Experience working with diverse youth populations



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- Ability to perform a variety of required physical tasks
- Knowledge of, or interest in learning marine biology, coastal ecosystems, and environmental conservation

Skills and Experience Preferred

- Camp Director experience preferred
- Experience managing a camp of 80+ campers per week, 12+ staff, teen counselors and volunteers
- Experience supporting camp marketing and publicity efforts
- Extraordinary interpersonal skills
- Educational background and teaching experience in learning marine biology, coastal ecosystems, and environmental conservation

Schooner (Summer) Camp Specific Job Functions

- Hire, train, and manage camp staff
- Support Educators and Sailing Instructors
- Oversee Junior Counselors (teenage volunteers)
- Motivate campers and staff; promote character development; and build a camp culture of mutual support, learning and growth
- Assist with behavior needs of campers
- Complete all camp licensing and paperwork in accordance with the CT Office of Early Childhood
- Assist with and organize camp registration
- Organize pre and post camp duties
- Create camp schedules and daily activities
- Update and ensure compliance with all camp policies
- Oversee and conduct Schooner Camp outreach activities
- Communicate with Executive Director on all relevant camp matters
- Manage communication with parents
- Ensure a high level of standards in all activities

Job Functions Year Round

- Schooner Camp outreach and future planning
- Organizing and coordinating volunteer and educational events at nature preserves
- School based field trips and educational events held (25 in 2019) at Land Trust preserves
- Supporting other Land Trust educational and volunteer efforts and curriculum design
- Preserve infrastructure improvements and maintenance, including sign installation, trail blazes and trail building, as well as planting, weeding, watering and clean-up



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- Assistance with Land Trust organizational needs such as grant writing and reporting, fundraising efforts, contact list management, social media and marketing, etc.
- Relationship management, outreach and communications
- Coordinate regular meetings with both Schooner and Preserves volunteer committees
- Respond to general camp inquiries

Candidate Guidelines and Additional Information

- Length of Employment: Year-Round Full Time
- Preferred Employment Start Date: January 15, 2020
- Compensation: \$47,500/year. Total compensation includes a competitive benefits package with health insurance and a generous paid time off program.
- Reporting: The Environmental Camp Director and Preserves Coordinator will report directly to the Executive Director

Please include a resume and a cover letter that includes a description of how your qualifications and experience match the position needs. All submissions will be acknowledged, and all inquiries and submissions are strictly confidential. Submissions of candidacy will be accepted until the position is filled. In-person interviews are expected to begin in mid-December. The selected candidate will undergo thorough reference checks as well as a criminal history background check prior to commencing employment.

To Apply

Please send cover letter and resume as soon as possible to gregg.davis@newhavenlandtrust.org. Please include "Environmental Camp Director and Preserves Coordinator" in the subject line. Applications are accepted until position is full. New Haven Land Trust is an equal opportunity employer does not discriminate against employees or applicants because of race, ethnicity, skin color, religion, national origin, citizenship, ancestry, age, disability (including present or past mental, learning, or physical disability), sex, pregnancy, sexual orientation, gender expression or identity, genetic information, medical condition or illness, marital status, veteran status, political affiliation, or any other characteristic protected under applicable federal, state, or local laws.