



CAMP DIRECTOR

Organization Mission

Engaging the community through art and nature

Organization Overview

Laumeier Sculpture Park is one of the first and largest sculpture parks in the country. Laumeier is an internationally recognized, nonprofit arts organization that is accredited by the American Alliance of Museums and operates in partnership with St. Louis County Parks. Laumeier presents around 70 works of large-scale outdoor sculpture in a 105-acre park that is free and open daily. Laumeier serves approximately 300,000 visitors of all ages each year with presentations of art through the sculpture collection, temporary exhibitions, education programs, public events, and more. Laumeier is located in Sunset Hills, MO in St. Louis County.

Summer Art Camp is a signature Laumeier program that has been running continuously for over 30 years. It is beloved and highly respected in the community, and maintains high standards of excellence. It is an outdoor camp, held on Laumeier's grounds. It runs for 7 weeks, typically between June – late July/early August.

Position Overview

The Camp Director is a seasonal, temporary (9 month), non-exempt position with fluctuating time demand, expected to be as follows:

- January – April: 20 hours per week
- May – August: 40 hours per week (plus overtime as needed, no more than 5 hours per week)
- September: 20 hours per week

This position reports to the Deputy Director and works closely with the Education staff, including the Curator of Education and Education Assistant. This position supervises the camp staff of up to 20 people.

Essential Duties and Responsibilities:

The Camp Director will oversee all aspects of the summer art camp programs for kids ages 6 – 12 (note: this age range may expand to kids ages 4 – 6) and the teen art program for teens 13 – 17. This includes advance planning and development, organization and execution, as well as post-program follow-through.

Duties include:

- Managing spending according to the camp program budget.



- Hiring of support staff (artist instructors)
- Overseeing curriculum development
- Communicating to camp parents and other community members, as needed
- Coordinating registration lists
- Managing supply orders
- Running orientation week for instructors
- Running camp sessions
- Collecting surveys from participants
- Working with other administrative departments as needed, such as collaborating with Marketing and Communications to promote the summer camp programs.

Qualifications & Skills

- Strong interpersonal communication skills
- Flexibility and adaptability in a fast-paced work environment
- Be dependable, organized, and detail-oriented
- Be able to work in an independent and self-motivated manner, as well as part of a team
- Consistently demonstrate high work productivity, output and multi-tasking abilities for managing projects, on time and on budget
- The ability to work outdoors during the summer months is essential.
- The ability to pass a background check, including a check for criminal records, is essential.
- Ideal candidate profile: someone passionate about art, education, and kids; possesses a calm, patient demeanor; can emotionally manage working in an intense environment with a lot happening simultaneously.

Education & Experience

Please note that this is not an entry level job. Candidates who do not meet the minimum requirements will not be considered. Onboarding and training will be provided, but this role requires a person who is ready to hit the ground running quickly.

- A minimum of five years of paid experience working in an education role with kids in the K-12 range required.
- Experience with project and people management required.
- Experience working with/in a nonprofit arts organization strongly preferred.
- Experience running camps or kid's programs following COVID safety protocols highly desired.



Application Instructions

Interested candidates should email a cover letter and resume to Julia Norton at jnorton@laumeier.org with the subject line "Camp Director." Please do not send additional supporting materials until they are requested. You will receive an acknowledgement of the receipt of your application.

We expect a high volume of applications, so we ask for your understanding and patience. Only applicants who move forward in the process will be contacted. Please do not contact Laumeier staff members to check on the status of your application, and absolutely no phone calls.

Search timing

Start date January 2021. Position open until filled. Given the COVID-19 health crisis, it is expected that interviews will take place remotely.

Laumeier is an equal opportunity employer, committed to diversity, equity and inclusion. Candidates of diverse backgrounds are strongly encouraged to apply.

Posted 12/9/20