

Diocese of Nashville

<https://dioceseofnashville.com/job/summer-camp-director/>

Summer Camp Director

Description

The Summer Camp Director leads Camp Marymount's summer camp operations, ensuring a safe, faith-centered, and engaging environment for up to 220 campers per session. This role manages staff hiring and training, camper and counselor recruitment, program development, and daily operations. They serve as the Manager on Duty for most nights throughout the Summer. The Director also integrates innovative initiatives to support youth learning and development while preserving Camp Marymount's historic traditions.

During the offseason, the Summer Director serves as the primary coordinator for volunteer groups, building partnerships with organizations such as Hands On Nashville (Hands On!), local schools, parishes, civic groups, corporate volunteer programs, and alumni volunteers. This role ensures a strong year-round community presence and helps align volunteer projects with camp stewardship, conservation, and mission-based priorities. The Summer Director supports the Director of Education & Community Programs with school trips, retreats, and community programming to maintain consistent utilization of camp facilities.

Essential Duties and Responsibilities

Summer Camp Leadership

- Recruits, hires, trains, and supervises 60–70 summer staff, including counselors, activity leaders, and summer interns.
- Oversees daily camp operations, schedules, trips, special events, and waterfront/horse program coordination.
- Designs and implements engaging summer programming that blends traditional Marymount activities with new enrichment opportunities.
- Ensures compliance with ACA accreditation, diocesan Safe Environment requirements, and all safety protocols.
- Monitors camper well-being, providing responsive communication and serving as primary liaison with parents.
- Develops and manages summer program budgets, supply inventories, and equipment needs with support from the Director of Education & Community Programs.

Volunteer Coordinator & Offseason Support

– Leads all volunteer coordination efforts year-round, serving as the main point of contact for groups and individuals, including:

- Hands On Nashville (Hands On!) volunteer projects
- Parish youth groups and Catholic school service programs
- Corporate volunteer days
- Eagle Scout, Girl Scout Gold Award, and senior service projects
- Alumni service days and community partners
- Families of campers and Friends of Marymount volunteers

– Develops meaningful, mission-driven volunteer projects such as trail clearing, facility improvements, environmental stewardship, conservation projects, event

support, and equine program assistance.

- Coordinates volunteer logistics, including scheduling, communication, check-in, safety protocols, supervision, and post-project follow-up.
- Collaborates with the maintenance and horsemanship teams to identify high-priority, appropriate volunteer projects.
- Assists the Executive Director as needed with school groups, retreats, rental programs, and community programming as needed.
- Participates year-round in camper and counselor recruitment, including school visits, parish outreach, presentations, and alumni engagement.
- Supports fundraising events, alumni gatherings, diocesan initiatives, and community outreach efforts.

General Duties

- Collaborates with the Executive Director and Director of Education to ensure mission alignment across all programs.
- Tracks program evaluations, volunteer metrics, and summer outcomes; provides regular reports to the Executive Director.
- Performs other duties as assigned by the Executive Director.

Supervisory Responsibilities

- Direct supervision of 60-70 summer staff (counselors, activity staff, and administrators).
- Oversight of volunteers, volunteer groups, and seasonal facilitators as assigned.

Requirements

Additional Skills or Requirements

- Practicing Catholic strongly preferred; must support the Catholic mission of Camp Marymount.
- Bachelor's degree in education, recreation, nonprofit management, camp administration, or related field.
- Minimum 3 years' experience in camp management, youth programming, or related field.
- Strong leadership, recruitment, and supervisory experience.
- Excellent communication, crisis management, and problem-solving skills.
- Comfort working collaboratively with staff, campers, parents, partners, and diocesan leadership.
- Willingness to live onsite during summer sessions and work extended hours as needed.

Physical Demands

- Ability to lift and carry up to 30 pounds.
- Requires extended periods of walking, standing, bending, and navigating uneven terrain.
- Must be able to work in outdoor conditions, around water, animals, and wooded environments.
- Physical stamina to manage a fast-paced camp environment with children,

Hiring organization

Camp Marymount

Job Location

Fairview, TN

Date posted

January 22, 2026

Valid through

30.04.2026

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teens, adults, and volunteers.

Work Environment

- Camp-based setting with extensive outdoor activity.
- Exposure to weather variations, natural elements, and moderate noise.
- Evening and weekend work required during summer; occasional offseason travel for recruitment and outreach

Compensation & Benefits

Camp Marymount offers a competitive and mission-aligned compensation package for all full-time, year-round staff. Compensation for this position is commensurate with experience.

Salary: Starting at \$36,000 annually

Paid Time Off (PTO):

- 15 days of PTO per year for full-time staff (provided upfront, not accrued).
- PTO may be used for vacation, illness, or personal needs.
- Usage governed by Camp Marymount personnel policies.

Benefits:

- Medical, Dental, Vision Insurance
- Short-Term and Long-Term Disability
- Life and AD&D Insurances
- 403(b) retirement plan with employer match and a Pension Program
- Vacation and sick time
- Optional professional development opportunities and ACA training/certifications
- Access to camp facilities and property during designated staff hours

Holidays & Additional Time Off:

- Paid time off for standard federal holidays observed by Camp Marymount
- Additional office closures or special holidays as determined by the Executive Director
- Flexible scheduling during offseason based on camp programming needs
- This role is expected to work weekends and some holidays, additional time off will be granted as needed

Additional Benefits:

- Supportive, mission-driven work environment
- Opportunity to work in a beautiful natural setting focused on youth development, stewardship, and service

How to Apply

Please complete the application and resume on [Paylocity](https://paylocity.com)