



Division Lead - Sports Camps

Reports to:	Director of Summer Programs
Location:	Summer at St. John's - Eagles Sports Camps
Schedule:	Monday-Friday, 8:15am - 4:15pm
Training Dates:	June 2 - June 15, 2026
Season Dates	June 16 - August 19, 2026
Salary Range:	\$10,500 Seasonal Stipend

Position Overview

The Eagles Sports Camp Division Lead is responsible for the overall planning, coordination, and supervision of day-to-day operations for three age-based groups: Pathfinders (Grades 1–2), Trailblazers (Grades 4–5), and Highlanders (Grades 6–9). This leader oversees a team of 19 counselors and partners closely with a rotating team of three Program Providers who deliver age-appropriate, weekly themed athletic content. The Division Lead ensures program fidelity, counselor success, and an outstanding camper experience across all three divisions.

Key Responsibilities

- **Program Oversight and Implementation**
 - Ensure smooth daily operations across all three age divisions of the sports camp.
 - Coordinate with Program Providers to implement weekly themed sports content across all groups.
 - Tailor the daily schedule to meet the developmental needs of each age group, ensuring balance between instruction, free play, hydration, and transitions.
 - Monitor the quality and consistency of sports instruction, ensuring alignment with camp values and safety protocols.
- **Staff Supervision & Mentorship**
 - Lead and support a team of 19 counselors assigned across the three age divisions.
 - Provide onboarding, coaching, feedback, and ongoing supervision to foster strong leadership and camper engagement.
 - Manage staff scheduling, group rotations, and break coverage while modeling professional, supportive leadership.

- Collaborate with the Camp Administrators to evaluate staff performance and morale.
- **Camper Well-Being**
 - Actively monitor camper participation, emotional wellness, and group relationships.
 - Provide behavioral guidance, intervene when challenges arise, and help campers work through social-emotional learning moments.
 - Serve as the primary support for camper transitions, including swim, lunch, arrival/dismissal, and specialty programming.
- **Family Communication**
 - Serve as the primary point of contact for Sports Camp parents, addressing concerns, answering questions, and sharing updates through our specially designed app.
 - Communicate in a timely and professional manner to build strong relationships and confidence among parents.
- **Logistics & Operations**
 - Manage attendance tracking, rosters, group assignments, and equipment requests for all three divisions.
 - Ensure field usage is scheduled effectively and equipment is set up, safe, and rotated properly throughout the day.
 - Coordinate closely with Program Providers and camp leadership to support scheduling, space usage, and coverage needs.
- **Culture & Leadership**
 - Build a joyful and inclusive culture for both Sports Camps that reflects the mission and spirit of *Summer at St. John's*.
 - Collaborate with other Division Leads and camp leadership to support camp-wide events, transitions, and shared spaces.
 - Uphold a consistent standard of professionalism, empathy, and leadership each day.

Skills and Competencies

- Strong understanding of youth development across Grades 1–9, especially in athletic, recreational, or camp-based settings.
- Excellent organizational and time-management skills, with the ability to lead a large, multi-age program.
- Experience supervising staff and delivering or supporting structured sports programming.
- Confident communicator with the ability to collaborate with coaches, staff, campers, and parents.
- Calm, proactive, and energetic in fast-paced, outdoor environments.

Education and Experience

- Bachelor's degree in Recreation, Sports Management, Education, Youth Development, or a related field preferred.
- Prior experience in camp, school, coaching, or youth leadership roles is required.
- Experience overseeing multiple age groups and managing large staff teams is highly preferred.
- Proficiency with Google Workspace and basic scheduling or program management tools is a plus.

Physical Requirements:

- Standing/sitting for long periods of time.
- Bending, lifting, pushing, kneeling, crouching, crawling, stooping.
- Must be able to lift up to 50 pounds.
- Must be able to reach at and above shoulder height to access higher areas of equipment, etc.
- Must be capable of adapting to frequent changes in position throughout the workday.
- Hearing and speaking to exchange information in person or on the telephone.
- Use of hands and fingers for manipulation, and using computer keyboard, educational tools, play equipment, and perform first aid and CPR.
- Specific vision abilities required include close vision, distance vision, color vision, and depth perception.

Summer at St. John's is committed to building a diverse and inclusive community. We welcome applications from underrepresented groups. We seek applicants who demonstrate a commitment to multiculturalism and diversity that is manifested in work with all those who engage with Summer at St. John's.

About Summer at St. John's

We create safe, inclusive, and choice-driven programs that grow with your child. Our developmentally appropriate camps are shaped by our community values, leaving a lasting impression upon all campers and staff for years to come. Summer at St. John's community values are at the core of every decision we make. We encourage:

- Kindness: Promoting stronger, more harmonious relationships and communities.
- Community: Building strong bonds and a sense of belonging among campers and staff.
- Honesty: Fostering trust and cooperation, contributing to personal and societal well-being.
- Respect: Teaching respect for oneself, others, and the environment.

About St. John's Prep

St. John's Prep is an inclusive, Catholic, Xaverian Brothers Sponsored School for young men in grades 6 through 12. Founded on the Xaverian values of compassion, humility, simplicity, trust,

and zeal, we educate students to be, do and stand for good in the world. We enroll approximately 1,500 students from more than 90 communities in Massachusetts, New Hampshire, and Maine.

Interested candidates are asked to apply via Questions can be directed to Jackson Tingle at summer@stjohnsprep.org.

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