



Healthy Choices Director

- Classification:** Hourly, non-exempt
- Reports to:** Camp Coordinator
- Basic Function:** To plan, direct, manage and supervise Hartford's Camp Courant Healthy Choices program.

Responsibilities

- Develop curriculum and program plans, including assessment tools, appropriate for each age group, with a focus on how to be pro-active in living a smart and healthy life. Themes should include, but are not limited to:
 - Self-Esteem;
 - Food labels, nutrition and dietary guidelines;
 - Hygiene;
 - Anger management;
 - Healthy and fitness;
 - Safety;
 - Outdoor activities;
- Provide program goals, objectives and activities to Camp Program Coordinator one week prior to Camp opening;
- In collaboration with the Comptroller, order supplies as needed and provide receipts within one week of purchase;
- Effectively supervise and evaluate all Healthy Choices program activities and make recommendations for improvements as needed;
- Train and supervise counselors to assist with daily programs and activities;
- In collaboration with the Comptroller and the Transportation Director, plan and organize field trips as necessary, and submit requests for payment at least one week in advance of activity;
- Attend any additional staff trainings and meetings as necessary;
- Provide year-end report to the Camp Director no later than one week after the last day of Camp;
- Provide weekly recap of program activities to the Program Coordinator by the close of business each Friday;
- Take inventory of supplies and equipment, check for needed repairs and provide recommendations to Camp Director;
- Perform a variety of additional duties as deemed necessary to achieve the goals of Hartford's Camp Courant.

Equivalent Education Level

- Completion of some college course work required, college degree preferred, with concentration in health, fitness, nutrition or dietetics.

Specific Skills Required

- Ability to work outdoors for an extended period of time;
- Outstanding planning and organizational skills;
- Ability to develop curriculum and measurement tools;
- Proven success in managing programs;
- Demonstrated ability to train groups and individuals;
- Excellent interpersonal communication;
- Strong written and verbal communication skills and ability to communicate effectively with persons of diverse backgrounds;
- Unwavering commitment to children.