



CAMP GESHER ROSH MACHANEH APPLICATION

Please submit by October 15th, 2023 to shoshi@campgesher.com



HIRING TIMELINE

- September 27: Rosh Applications Open
- October 15: Rosh Applications Due
- Week of October 15: Rosh Interviews (The interview team will include former youth leadership, board members and professional staff)
- HDNA Winter Seminar Dec 26th-30th
- Moetzet Mazkirut February 16-19th
- Ma'apilmot seminar Mid May

BASIC INFORMATION

- Please provide a current resume including your full name, address, phone number, and email address.
- Please provide 2 non-camp and non-family references (name, relationship, phone number, and email address). You may include other employers, supervisors from volunteer work, academic or other references.

PLEASE ANSWER THE FOLLOWING QUESTIONS: Your answers will be taken seriously and are an integral part of the application process.

1. Why do you want to be Rosh Machaneh?
2. As Rosh, how do you want to engage with the community stakeholders?
 - Mazkirut
 - Tzevet
 - Professional Staff
 - The Board
 - Camp Parents
3. Briefly describe a memorable peulah that you participated in and how this shaped you as a madrichol/tzevet member.
4. A successful Tzevet katan is dependent upon a cooperative effort. Describe the role you typically play in a group and in what ways you contribute to a collaborative environment.
5. Describe your participation in and relationship with HDNA (Attending Seminars, MBI, Workshop, Participation in movement va'adot etc.
6. What exciting ideas/projects do you have in mind for this summer?
7. Is there anything about past summers that you would like changed? If so, how would you implement these changes?



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Camp Gesher Rosh Machaneh Job Description

Overview

The Camp Director (Rosh Machaneh) is a seasonal position, to include any necessary pre-summer involvement. They are primarily responsible for leading and managing staff members (tzevet) and for ensuring the implementation of all educational and activity programming on behalf of Camp Gesher. The Rosh Machaneh should be committed to collaborating with the Board and Professional Staff. In addition, the Rosh Machaneh should be committed to learning and implementing best practices in the field of Jewish Camping, and the Ontario Camps Association.

Responsibilities Year Round

Board and Community

- The summer director and the face of Gesher
- Active member of the Camp Gesher Board of Directors. Attending meetings and serving on a committee.
- Ensure smooth transition of youth Board Members by taking ownership over the summer election of youth members.
- Attend the HDCA (Habonim Dror Camping Association) Kennes if at all possible (November 18-20 2022)
- Attend the OCA (Ontario Camps Association Conference) for training and understanding the world of camping. Thursday, March 30 and Friday March 31, 2023
- Attend (but not plan) a reasonable number of Seminars and Ken events
- Meet with Director weekly and with mazkirut weekly
- Participate in "Rosh Calls" with other HDNA Roshim

Hiring

- Recruit and hire mazkirut in coordination with Director and delegated board members
- Recruit and hire summer tzevet with mazkirut and in coordination with the Director, ensuring appropriate ratio of tzevet to chanichimot
- Recruit and hire specialists with mazkirut in coordination with the Director, including ropes, tiyul, lifeguards, omanut and any other specialists deemed necessary or appropriate by the Rosh, Director, and Board
- Recruit and Hire Rosh Mitbach with the Director.
- Support and assist the Rosh Mitbach and the Director in recruiting and hiring of kitchen staff

Planning for Camp and Tzevet Training

- Plan and coordinate a mazkirut weekend program for the mazkirut with the Director
- Ensuring participation at Moetzet Mazkirut, Maapilimot Seminar, Cornerstone
- Plan and coordinate pre-construction program for mazkirut with the Director
- Review and Update the Tzevet training manual, and ensure that Tzevet receives it
- Supervise other members of Mazkirut with regard to their own pre-summer responsibilities
- Conduct tzevet training during chalutz, provide training materials, and ensure compliance with American Camp Association standards, board policies, and state regulations.

Summer Responsibilities



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- Be knowledgeable about, comply with, and ensure that others comply with Ontario Camp Association guidelines, Camp Gesher policies, Section 503 of the Ontario Code, and Addington Highlands Bylaws.
- Plan, execute (where appropriate), and oversee daily camp operations, including wake-up and bedtime, announcements, age-group activities, meals, camp activities, Hebrew programming (with shaliach/shlichah), evening activities, special days, and va'adot; with regard to movement goals/resolutions, camp Board decisions/direction and coordination with director.
- In consultation with mazkirut and the Director, ensure that the "morning meeting" as well as one other longer and in depth meeting time are occurring daily, including on all special days, excluding Shabbat.
- In consultation with mazkirut and the Director, create and implement an evaluation and feedback system for tzevet/mazkirut that allows tzevet/mazkirut the opportunity to demonstrate understanding of feedback and incorporate feedback into improvements in their tafkidim.
- Coach tzevet in caring for all campers and for campers who present with additional challenges; consult with Director and/or Assistant Director/Camper Care Coordinator regularly regarding camper issues.
- Provide coaching to tzevet as necessary regarding camp rules, interpersonal interactions with tzevet and interactions with campers.
- Consult Director regarding disciplinary issues with tzevet.
- Provide direct support or discipline to campers as necessary (homesickness, socialization, compliance with camp rules).
- Maintain supervision, guidance, and be a resource to all summer va'adot (with the help of other Mazkirut members).
 - a. Maintaining all safety and supervision standards,
 - b. Creating fun and well developed programming, including setup and clean up plans
 - c. Ordering supplies
 - d. Communicating with the mitbach
 - e. Ensure that va'adot have created detailed written/documented plans for special days
 - f. When va'adot are "serving as Mazkirut" for special days and programs, ensure that the director is aware of all communication systems and that the mazkirut keshet is present and supporting the day.
- Create and maintain a 'Mazkirut Report' to include machaneh programs (with Hinuch), camper care (with Melavol), tzevet issues, and general welfare of camp items (with Techni) to
 - a. assist in record management and ensures proper documentation,
 - b. ensure consistency, and
 - c. provide future Roshim with a reference and resource
- Be willing and accessible to mentor future mazkirut members

Qualifications

- At least 3 years as camp tzevet member including one year in a leadership role
- Strong communication skills
- Ability to commit to summer and all pre-summer administrative/hiring requirements



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- Proven ability to uphold all camp rules, HDNA educational expectations, and general youth movement resolutions while providing an enjoyable and successful summer in the eyes of all community members