CLINICAL DIRECTOR, CAMP ERIN
POSITION DESCRIPTION

Position Title:	Clinical Director, Camp Erin
Reports To:	Camp Erin Director
Supervisory Responsibilities:	No
FLSA Classification:	Non-Exempt
Full-Time Equivalent:	Seasonal, part-time
Hours of Work:	Flexible for Intakes and meetings. Camp Weekend and other related events/activities as scheduled.
Work Location:	Hybrid. Some in-office time at CaringMatters in Gaithersburg, MD. Some teleworking. Some at Bar-T during the camp weekend.
Date:	Updated October 2024

ABOUT CARINGMATTERS, INC.:

CaringMatters, founded in 1989, is a community-based nonprofit organization that provides compassionate support services and community education for people facing serious illness, end of life, caregiving challenges, loss and grief. Program areas include Patient and Caregiver Services, Adult Bereavement Support Services, Children's Bereavement Support Services, and Community Education. We offer a competitive salary, paid time off, an IRA with an agency match, continuing education, a beautiful workspace, and a flexible, caring, and friendly work environment.

POSITION SUMMARY:

Camp Erin Montgomery County is a weekend, overnight camp (one weekend each year) for children and teens ages 6-17 who are grieving the death of a significant person in their lives. The program combines traditional, fun camp activities with grief education and emotional support, free of charge for all families. Led by grief professionals and trained volunteers, Camp Erin provides a unique opportunity for youth to increase levels of hope, enhance self-esteem, and especially to learn that they are not alone. **Next Camp Erin dates are May 2-4, 2025**.

In collaboration with the Camp Erin Director, the clinical director will be responsible for the following tasks:

- Schedule, coordinate and conduct family/camper intakes
- Plan bereavement activities during camp, in compliance with established guidelines
- Define goals and debrief questions for bereavement activities
- Assist struggling campers during Camp Erin Session
- Interview, orient and support Camp Erin facilitators
- Plan and implement volunteer training
- Develop schedule for the weekend
- Assist with bunk assignments, big buddy to camper assignments, and facilitation group assignments

- Take inventory of bereavement activity supplies and order supplies as necessary
- Assist with the planning and implementation of Family Kickoff and Post-Camp reunion
- Train and support volunteers in addressing bereavement-related issues

MISCELLANEOUS:

- Attend agency-wide activities such as staff retreats and celebrations
- Attend and work at CM fundraising events as available
- Other duties as assigned

QUALIFICATIONS:

- Master's Degree or higher in counseling, social work or related field preferred
- Experience working closely with children and/or teens as well as adult family members
- Ability to develop warm and nurturing bonds with children at camp
- Ability to provide support to big buddies and facilitators in supporting campers
- Ability to work effectively with people from diverse backgrounds
- Bilingual (Spanish) strongly desired
- Flexibility and sense of humor a must

To apply, please send cover letter (including salary requirement) and resume to Eva at Evac@caringmatters.org. In the subject line, please say "(your name) clinical director application".