



KAPLEN JCC on the Palisades

Kaplen JCC on the Palisades, Taub Campus, 411 E. Clinton Avenue, Tenafly, NJ 07670

[www.jccotp.org](http://www.jccotp.org)

**JOB TITLE: Start Up Nation Unit Head**

SUPERVISOR: Director of Program Development and Israeli Innovation

STATUS: Seasonal Position, Full-Time During Camp Season

**About Neil Klatskin Summer Camps & Youth Programming:**

Neil Klatskin Summer Camps offers traditional day camp programming for children 2yrs to entering 2nd Grade and various specialty camps for children entering 3rd-10th Grade. Start Up Nation is our Hebrew speaking program for kids entering Kindergarten to 7<sup>th</sup> grade. We aim to provide our campers and families with the most qualitative content.

Our camps are situated on an incredible 21-acre property. The campus features three heated pools, a water park and splash pad, sports fields, tennis courts, basketball courts, an exhilarating challenge course with zip line, and multiple playgrounds. Camp also has use of the indoor JCC facilities with dozens of air-conditioned classrooms, gyms, racquetball courts, a kosher, nut-aware kitchen, dance studios, and a theater.

**Role Overview**

The Unit Head oversees daily group operations and ensures a safe, positive, and engaging camp experience for all children. This role manages and supports counselors and Shlichim, maintains strong communication with families, and addresses camper needs with care and professionalism.

Responsibilities include planning and implementing Israeli-themed and general camp activities, preparing materials, and supporting overall program operations. The position is fast-paced and hands-on, requiring strong organizational skills, resilience, and effective collaboration with the camp leadership team.

**Key Responsibilities:**

**Pre-Camp**

- Leadership Meetings (February–June): Participate in monthly leadership meetings for training and planning. Meetings will be held either in the morning or from 6–8 PM; dinner provided.
- Open Houses: Attend and support Camp Open Houses on February 8, 2026 and April 24, 2026 engaging with families, answering questions, and representing the camp in a positive and professional manner.
- Shlichim & Staff Orientation (June 8-9, 14–19): Attend and support orientation week for Shlichim and staff. Responsibilities include introducing them to the JCC, our community, and camp culture; preparing camper bags; sharing updates from the leadership team; and helping staff get settled.

- Camp Meet & Greet (Sunday, June 21): Oversee and participate in the Meet & Greet event. Tasks include planning activities, organizing materials, coordinating staff, welcoming families, answering questions, supporting counselors in connecting with campers, distributing camper bags, and creating a positive, engaging atmosphere.
- Staff Orientation Week (June 7, 8, 15, 16): Attend staff orientation to help counselors build connections, participate in activities, prepare room décor, and get ready for the summer. Provide guidance and answer any questions.

### **During-Camp**

- Supervise and support a team of 10–15 counselors, providing ongoing guidance, coaching, and real-time problem solving.
- Work closely with the Program Development Director and Camp Director to ensure smooth daily operations, communicate schedule changes, and equip counselors for success.
- Support camper groups totaling 75–100 children, ensuring their safety, well-being, and positive experience.
- Monitor campers' needs, including eating habits, behavior, health concerns, hydration, and sun safety.
- Communicate with parents as needed regarding activities, events, and group updates.
- Foster strong staff morale and help integrate both campers and staff into the camp community.
- Oversee specialists during group periods to ensure engaging, age-appropriate programming.
- Coordinate with the Specialty Coordinator regarding schedule adjustments and group needs.
- Oversee daily counselor and camper assignments to maintain organization and consistency.
- Plan and lead weekly staff meetings focused on training, challenges, and upcoming activities.
- Ensure staff clean and reset materials and supplies at the end of each day.
- Communicate frequently with the Camp Director about camper and staff successes, concerns, and incidents.
- Supervise camper arrival and dismissal.
- Promote a positive, inclusive, and values-driven camp environment; model respect, teamwork, and responsibility.
- Manage group dynamics, addressing conflicts and behavioral issues promptly and constructively.
- Maintain accurate daily attendance records.
- Participate in end-of-season evaluation and provide recommendations for improvement.
- Camp Staff Meetings every Thursday from 5:15pm-6:30pm during the 8 weeks of camp

### **Requirements:**

- Previous experience working with children
- Desire and ability to work with children and adults in camp setting
- A strong commitment to, and alignment with, the values of the JCC and its mission
- Experience in supervising staff

### **Benefits**

Complimentary JCC family or Individual membership. 50% Staff Discount on Camp Tuition

**Join our team and help make this summer unforgettable!**