



Job Description

Title: Athletic Director
Reports to: Senior Director of Maccabi Sports Camp
Department: Maccabi Sports Camp
Status: Seasonal (June 4 – July 30, 2024)

About the OFJCC:

The Oshman Family Jewish Community Center (OFJCC) on the Taube Koret Campus for Jewish Life is one of the most exciting and innovative non-profit organizations in Silicon Valley. Collaborating with tech companies, national organizations and local non-profits, the OFJCC is reinventing what it means to enrich lives, build community and inspire Jewish journeys. Our vision is to be the architects of the Jewish future, and we are executing our mission by creating meaningful, inclusive and joyful experiences for everyone in the South Peninsula (and beyond) through educational, social, cultural, spiritual, fitness, and other wellness programs. Our diverse and passionate staff works hand-in-hand with hundreds of committed volunteers to make our modern 8.5-acre campus a truly special place for the 25,000+ visitors every week. For more information, visit www.paloaltojcc.org or call 650.223.8600.

About Maccabi Sports Camp

Maccabi Sports Camp is an overnight specialty camp with programs in soccer, basketball, baseball, tennis, volleyball and swim, for children entering grades 3-11. Our sessions combine high-level specialized sports instruction with the fun, friendship, and community of a traditional overnight camp.

Our camp is both an intensive sports and Jewish experience and is open to campers of all backgrounds and faiths. We are seeking quality coaches who believe in and support the camp's core values. To learn more about the camp's values, visit the "About Camp" section of our website.

For more information, visit our website at: www.maccabisportscamp.org.

Overview of the Role:

Campers attending Maccabi Sports Camp select a Core Sport at the time of registration, this is their focus for the duration of 3-week session and receive 3 hours each day of intensive, age-appropriate training. Each sport has a Head Coach who is responsible for creating the curriculum and overseeing the day-to-day implementation of the program. Head Coaches play a key role in creating and defining each of the Core Sports programs at Maccabi Sports Camp and take a visible leadership role at camp. They serve as the primary instructors for teaching fundamental skills as well as more advanced strategy and the life lessons that come with playing competitive sports.

Maccabi Sports Camp seeks an energetic, organized and athletic enthusiast to serve as Athletic Director. The AD will work under the direction of our Camp Director, serving as a member of our seasonal leadership team. The AD will serve a dual role, overseeing the heart of our camp program (core sports), ensuring the successful execution of all aspects of our athletic program and serving as a liaison between our Head Coaches and the leadership team while also serving as the Head Coach for our Multi-Sport track. The AD will also manage other sports aspects of the program and assist in general day-to-day camp operations. Most importantly, the Athletic Director will be a leader in creating a safe, fun and engaging environment for all of our campers to have the time of their lives.

The ideal candidate loves sports, is a self-starter, has experience managing athletic programs and coaching in a direct service capacity. The Athletic Director must be extremely organized, compassionate, approachable, and comfortable working in a small team environment. The Athletic Director must have significant experience coaching and administering athletics and should have a desire to participate in all camp activities.

This is a seasonal, temporary position that requires a commitment to the full summer (June 4 – July 30). Competitive salary is based on experience, including room and board. The Athletic Director is required to live at camp.

Essential Duties & Responsibilities:

Responsibilities include, but are not limited to the following:

- Oversee the Core Sports aspect of the camp program, with support from the Camp Director
- Serve as a liaison between Head Coaches and Leadership Staff, communicating around topics such as daily expectations, time management, schedule or facility changes, practice plans, camper issues, equipment needs, or other relevant matters
- Manage 2nd Sport (Electives), including scheduling, staffing, cabin requests, and supplies
- Assist in the planning and execution of other camp programs and special events like Maccabi Cup, Yalla Sababa (camp wide Ultimate Frisbee tournament), etc.
- Ensure proper communication and supervision is being provided by Head Coaches to their assistants, helping to address any issues that arise
- Serve as a member of the camp Leadership Team, seen as a role model, carrier of camp culture, and the embodiment of the Maccabi Way
- Keep inventory of sports equipment and other athletic program supplies, communicating needs to camp leadership as necessary
- Communicate and troubleshoot sports facility needs and requests

