



**Job Description:** Camp Driver (Reports to: Chief Operating Officer)

**Job Length:** June 8 - August 14, 2024 | **Location:** [Camp YJ](#), Amherst, New Hampshire

**POSITION OVERVIEW:**

Camp Drivers are the linchpin for extraordinary experiences at camp. Beyond transportation, you'll ensure seamless operations by serving as a supply courier, facilitating staff and camper appointments and errands, and supporting camp in unforeseen circumstances. Your role spans within a two-hour radius of camp, connecting us to airports, synagogues, community centers, and partner businesses. Join us and be the driving force behind unforgettable memories and seamless camp operations.

**REQUIREMENTS:**

- Must be at least 21 years of age and hold a valid driver's license.
- Employment is contingent on Insurance Company check through the Dept. of Transportation for any traffic violations and camp's driving record/background check
- Free of health problems that could affect safely driving a motor vehicle.

**RESPONSIBILITIES:**

- Transport campers, staff, and equipment on day and overnight trips, utilizing a range of vehicles including U-Hauls, cargo vans, mini vans, SUVs, pickup trucks, and sedans.
- Drive campers or staff to off-site appointments, including trips to major metropolitan airports, bus, and train stations for pick-ups and drop offs.
- Manage routine supply trips to town, including purchasing items, maintaining receipts, and distributing goods.
- Drive a 26 ft. truck to transfer luggage between camp and major cities, assisting with loading/unloading camper baggage and helping parents.
- Maintain cleanliness and fuel levels of the vehicle fleet, ensuring all safety equipment is present and functional, and conducting weekly safety checks and documentation.
- Provide professional customer service when interacting with the public.
- Offer assistance to camp operations when not driving, supporting various camp activities.
- Pack lunches and bring drinks for groups being picked up, coordinating with the Chief Operating Officer.

**QUALIFICATIONS:**

- Ability to work on a team, relate and work well with others
- Ability to accept guidance, direction and supervision
- Ability to maintain and keep track of schedules, ensuring timeliness of responsibilities
- Proficiency in the safe and proper use of vehicles and safety equipment, tools, and basic vehicle maintenance equipment and tools
- Physical aspects of the position:
  - Ability, both visual and auditory, to identify safety hazards and monitor guest and staff behavior and enforce appropriate safety regulations and emergency procedures
  - Ability to lift, up to approximately 50 pounds, and occasional lifting of equipment weighing up to approximately 75 pounds may be required.
  - Physical ability to respond appropriately to situations requiring first aid. Must be able to assist campers in an emergency (fire, evacuation, illness or injury).

**TO APPLY:**

Please email: **Gayle Seletz**, Associate Director at [gseletz@campyj.org](mailto:gseletz@campyj.org)

*At YJ, we are committed to creating a diverse and inclusive environment. We welcome applicants of all backgrounds and experiences to apply.*