



GLEN ECHO PARK

Glen Echo Park Partnership for Arts and Culture

About the Job

The Glen Echo Park Partnership for Arts and Culture seeks a full-time Summer Camp Manager for the 2026 summer camp season. This temporary position is responsible for the daily supervision of seasonal camp staff, coordination of camp operations, communication with families, and overall safety of all camp participants. The ideal candidate is enthusiastic and reliable, and enjoys working with families and school-aged children. This role requires supervisory experience and skills working with education programs for children and youth in a school or summer camp setting.

Glen Echo Park camps are the perfect way to encourage budding artists to explore their creativity and have fun while school's out. From visual arts to performing arts, nature and aquatic life camps to animation, we offer a wide range of camps for campers ages 5-17 years old. Summer camp runs June 22-August 21, 2026.

About Glen Echo Park Partnership for Arts and Culture and Glen Echo Park

The Glen Echo Park Partnership for Arts and Culture (Partnership) is the nonprofit manager of historic Glen Echo Park (the Park), a unique multidisciplinary arts and culture center located in Montgomery County, MD. Glen Echo Park is home to a community of artists and is jointly managed through an agreement between the National Park Service, Montgomery County Government, and the Partnership. Our mission is to present vibrant artistic, cultural and educational offerings at Glen Echo Park and promote the Park as a unique destination for our region's diverse population. We strive to inspire creativity and offer shared artistic experiences in a welcoming historic and natural setting within a National Park. The Partnership works alongside resident and non-resident artists and organizations to curate a rich calendar of events, classes and activities for the Park's 300,000 annual visitors by directly and jointly presenting public programs and providing centralized marketing, administration, and other services. The Partnership is led by a dedicated Board of Directors and staffed by a passionate team of employees.

Job Title	Job Posting Date	Closing Date
Summer Camp Manager	March 18, 2026	April 17, 2026
Department	Reports to (Position)	
Education Programs	Chief Program Officer	

Job Type	Hours	FLSA Status	Pay Type	Salary Range
Seasonal/Temporary ▾	Full-time ▾ 40 hrs/wk	Non-Exempt ▾	Hourly ▾	\$20 - \$25/hr

Work Schedule and Hours

This temporary position starts mid to late May and ends August 28, 2026.
Regular work hours are Monday, 8am-4pm, Tuesday through Friday, 9:30am-6pm.

Benefits

Eligible for Montgomery County Sick & Safe Leave (1 hour sick leave accrued for every 30 hours worked)

Duties & Responsibilities:

- Provide daily oversight of all camp operations, camp staff, and the coordination of activities related to summer camps
- Organize and lead pre-camp orientation and logistics training, and ensure camp staff receive first aid and CPR training
- Manage implementation of summer camps and handle administrative tasks such as sending weekly communication to families, distributing and organizing weekly camp evaluations, and rosters and attendance forms
- Serve as primary point of contact for parents/guardians, and camp instructors by communicating

- camp policies and procedures, addressing concerns, and providing timely updates
- Supervise summer camp assistants, volunteers, and other seasonal support staff
- Manage the After Camp program by supervising After Camp assistants, addressing camper behavioral concerns, ensuring camper safety at all times, and all other related tasks
- Coordinate with administrative staff to report injuries, emergencies or unusual situations immediately including overseeing the completion of incident reports
- Manage and maintain inventory of materials, supplies, and snacks for both the After Camp and Young Artist Camp programs
- Act as back up support for the Lead Instructor of the Young Artist Camp, and After Camp programs as needed

Supervisory Responsibilities

Oversees the daily operations of summer camp programs, and supervises seasonal camp staff including scheduling and timesheets.

Required Skills & Abilities

- Minimum two years experience in supervisory role working in camp, school or youth recreation environment
- Ability to work independently and demonstrate strong communication skills
- Knowledge of youth development, classroom management, and art education
- Strong organization, task management, and decision-making skills
- Ability to remain calm, positive, and solution-oriented in fast-paced and challenging situations
- Act as an excellent representative of the Partnership and maintain professional relationships with instructors and families
- Must be able to communicate verbally with fluent English
- Excellent computer skills (preferably familiar with Mac) and proficiency with Microsoft Office Suite, Google Suite, and internet use
- Some basic knowledge of and ability to learn database functionality

Education and experience

- Bachelor's degree preferred in Education, Child Development, Art Education or related field
- Prior experience working with and supervising children and staff
- CPR/First Aid training preferred, but can be provided upon employment

Physical and Other Requirements:

- Upon hire will be fingerprinted and must pass a CJIS childcare background check.
- Must be able to lift and move objects up to 25 lbs.
- Must be able to walk throughout the Park's working in a multi-facility environment and grounds which include a variety of facilities both historic and renovated. Many of the buildings have stairs.
- Must be able to work in all weather conditions (heat, rain, cold, etc.).
- Must have reliable transportation to and from Glen Echo Park and report consistently and on-time.

To Apply

With "**Summer Camp Manager**" in the subject line, email resumé and cover letter to jobs@glenechopark.org. *Applications submitted without a cover letter will not be considered.*

Employment is contingent on a CJIS childcare background check.

Equal Opportunity Employer

The Glen Echo Park Partnership for Arts and Culture is committed to providing equal employment opportunities to all applicants and does not discriminate against any employee or applicant for employment based on race, color, religion, creed, ethnicity, physical or mental disability, sexual orientation, sex, gender identity, family responsibility, pregnancy, genetic status or information, military or veteran status or on any status protected by federal, state or local law. Accordingly, as it relates to employment opportunities and in accordance with the law, The Partnership will provide reasonable accommodations to applicants with disabilities. Applicants requiring a reasonable accommodation for any part of the application and hiring process should email jobs@glenechopark.org. Individual determinations on requests for reasonable accommodation will be made in accordance with all applicable laws.