Employment Opportunity:
Director of Student Services

Blue Lake Fine Arts Camp seeks applicants for **Director of Student Services** within its administrative team. This full-time position manages the counseling staff program, oversees camper-focused experiences, assists with a range of administrative and operational projects in a variety of areas, and serves as a member of the Operations Group. The Director of Student Services works to complete responsibilities such as:

- Ensuring staff performance and camp operations meet or exceed established state licensing and organizational standards, aligns with mission and focus, and enhances the camper experience
- Fostering positive and professional connections with families, students, staff, and faculty while managing concerns and accommodations
- Together with administrative leadership, hiring, training, supervising, supporting, and evaluating a staff of 200+ seasonal residential employees
- Working collaboratively with administrative leadership to complete seasonal preparations, including achieving hiring targets, updating training practices, inspecting facilities, and other responsibilities
- Problem-solving, idea-generating, and program planning with lead administrators as a part of the Operations Group
- Serving as one of several health officers and trainers within the campus community

The ideal candidate for this position will bring previous experience with Blue Lake, as well as strengths in leadership, youth development, camp staff management, written communication, interpersonal skills, and creativity. A foundational understanding and enthusiasm for the importance of arts education and the value of a residential camp experience is essential. A tech savvy background in a variety of software platforms is preferred; working knowledge of Microsoft Office and Google Suite is required. While a number of basic first-aid and health certifications are required, Blue Lake provides training in the initial year of employment. Must be willing to work non-traditional hours and reside on campus during summer season.

Located in Muskegon County in West Michigan, Blue Lake Fine Arts Camp, Inc. is a well-established, nationally recognized non-profit organization comprised of three major divisions, including a summer school of the arts, an international exchange program, and a classical and jazz public radio station. In operation for 60 years, Blue Lake annually serves 4,500 participants and families, and countless radio listeners and concert goers as a part of its mission to further arts education for all.

Blue Lake seeks to fill the Director of Student Services position immediately, with a flexible start date in the Fall of 2026. The position provides a full time salary commensurate with experience, and full benefits including: fully employer-funded health and dental care, life insurance, pension, paid vacation and sick leave, seasonal room and board, and optional employee-funded 401-k investment plan. Interested applicants should submit a letter of interest, resumé, and three professional references directly to:

Heidi Stansell, Vice President Operations | Interim President
Blue Lake Fine Arts Camp
300 East Crystal Lake Road
Twin Lake, Michigan 49457
hstansell@bluelake.org

A formal application and background checks will be required as a part of the interview process.

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