



Nature-Based Program and Operations Manager

Reports to: Director of Child and Adolescent Group Programming

Location: Piney Woods Campus (Housing Provided)

Employment Type: Full-time Salary Exempt, Year-Round

[Momentous Institute](#) has been dedicated to strengthening the mental health of children, families, and communities for over a century. Our evidence-based insights extend the impact of our work well beyond those we directly serve, fostering a world of emotionally thriving people reaching their full potential.

In addition to providing direct services in-person at our Dallas-based facility and virtually, Momentous Institute utilizes our 1,400-acre nature-based campus in the Piney Woods region of east Texas. Research shows that time in nature improves communication and problem-solving and reduces stress, depression, and anxiety.

Our property, naturally preserved and rich in biodiversity, provides a unique opportunity to combine the outdoors with research-backed mental health approaches. With nature as our co-therapist, children and families visiting can disconnect from real-world distractions and reconnect with themselves and the world around them.

Role: In concert with the Director of Child and Adolescent Group Programming, the Nature-Based Program and Operations Manager provide leadership, vision, and hands-on management at Piney Woods, which is a property located in a semi-remote setting. This role is responsible for overseeing daily onsite programming, operations and stewardship of the property, while fostering a safe, inclusive, and inspiring environment rooted in nature-based mental wellness. Programs serve children, adolescents, families, and community partners. The Nature-Based Program and Operations Manager will lead and provide nature-based services/activities to program participants and partners at Piney Woods. This role will work closely with the Director of Child and Adolescent Group Programming in fostering vision, physical space, innovative programming and training at Piney Woods. This role serves as the primary on-site leader at Piney Woods, responsible for day-to-day decision-making, program execution, and overall site operation.

Responsibilities:

Program Leadership

- Help ensure programs promote mental wellness, personal growth, and community connection through nature-based services
- Support and model trauma-informed, relationship-based, and developmentally appropriate practices in all youth and family interactions
- Collaborate with clinical or program staff to ensure alignment with social-emotional and mental health goals
- Respond to behavioral, emotional, and safety incidents using appropriate de-escalation and crisis management strategies
- Oversee implementation of all programs, schedules and camper experience.
- The position will assume the role of Emergency Preparedness Coordinator
- Maintain high standards of safety, risk management, and participant well-being
- Supervise, schedule, and support onsite staff and program facilitators, including seasonal or part-time team members
- In collaboration with the Director of Child & Adolescent Group Programming monitor program effectiveness and participant experience, using feedback and data to inform continuous improvement.

Operations & Administration

- Oversee daily camp operations, facilities, and property management working closely with the Director of Child and Adolescent Group Programs, the facilities team and the Director of Operations in Dallas.
- Lead innovative nature-based activities (structured nature walks, activities that illicit nature as metaphor for life, low ropes course etc.) for program participants and community partners utilizing Piney Woods
- Manage operational budget, purchasing, and basic financial reporting in collaboration with Director of Child and Adolescent Group Programming
- Oversee all safety protocols, policies and procedures at Piney Woods
- Stay informed of any legislative or regulatory changes and ensure compliance with licensing, insurance, and nonprofit regulations
- Ensure informed consent and emergency response procedures are appropriate for nature-based settings
- Coordinate with regulatory bodies as needed. Maintain ACA accreditation and TDHS youth camp licensure

Staff & Volunteer Management

- Foster a positive, inclusive, and collaborative staff culture
- Ensure all Momentous Institute staff and volunteers have been informed of important safety and confidentiality policies and completed necessary paperwork prior to engaging in programs at the Piney Woods campus.
- Provide mentoring, performance feedback, and professional development

Community & Stakeholder Relations

- Serve as an ambassador for Momentous Institute within the local community and nonprofit network
- Support fundraising, grant activities, and outreach efforts as needed

Land & Environmental Stewardship

- Oversee sustainable use and care of property and facilities in collaboration with Facilities leadership and Director of Child and Adolescent Group Programming
- Coordinate maintenance, trails and outdoor learning spaces in collaboration with Facilities leadership and Director of Child and Adolescent Group Programming

Qualifications

- Bachelor's degree in outdoor education, recreation, environmental studies, child development, education, psychology, social work, or related field, with experience working with children, adolescents, and families in program or group-based settings.
- Strong organizational, leadership, and communication skills
- Comfort living and working in a remote, nature-based setting
- Experience managing staff, programs, and budgets
- Commitment to the mission and values of a nonprofit organization
- Capacity to work evenings and weekends when programming is occurring
- Certifications (can be earned once hired)
 - CPR/First Aid
 - Low Ropes Course Certification
 - Training in trauma-informed care, youth development, or mental health first aid

Benefits

- On-site housing and utilities included
- Semi remote location (nearest town is 15 min away).
- Opportunity to live and work in a beautiful natural setting

- Professional development opportunities
- Good health care and retirement package

The ideal candidate will exhibit Momentous Institute's core values:

Commitment, Respectfulness, Humility, Innovation, Stewardship

Physical Demands:

- Frequently remaining in a stationary position, often standing, or sitting for prolonged periods.
- Frequently participating in physically active experiential learning interventions.
- Frequently leading nature hikes, walks, and tours around the Piney Woods campus.
- Physically active role requiring outdoor work in varying weather conditions.

Interested: Applications are currently being accepted, and the position will remain open until it is filled. Please send a letter of interest and resume to:

Matthew Leahy

Director of Child & Adolescent Group Programs

mleahy@momentousinstitute.org

Momentous Institute/Salesmanship Club of Dallas is committed to creating a diverse and inclusive company culture and maintains a policy of non-discrimination for all employees and applicants in every facet of the organization's operations. Momentous Institute hires, trains, and promotes all qualified employees without discrimination based on race, color, sex, religion, national origin, age, military status, disability, genetic information, gender identity, or sexual orientation.

All employment offers are contingent upon successful completion of a criminal background investigation, including a check of the National Sex Offender Registry.

Policy Statement

No form of abuse will be tolerated, and confirmed abuse will result in immediate termination. Momentous Institute/ Salesmanship Club of Dallas will fully cooperate with authorities if allegations of abuse are made requiring investigation.