

TITLE: Camp Discovery Counselor

RESPONSIBLE TO: Camp Director



OVERVIEW:

Under the direct supervision of the Camp Director, the Camp Counselor works in conjunction with other counselors in the development and implementation of all camp programs for Woldumar Nature Center. Camp Counselor provides guidance and instruction to 4-12 year-old boys and girls attending weekly day camp sessions at Woldumar Nature Center's "Camp Discovery". The Camp Counselor works to ensure the implementation of environmental education programming.

HOURS:

Monday through Friday, approximately 40 hours per week starting in June through August. Days and hours vary according to program needs. Some overnights required.

RESPONSIBILITIES:

1. Supervise groups of children 4-12 years of age in a day camp setting.
2. Supervise Junior Counselor assigned the group.
3. Assist in the supervision of teen-aged youth programs including Counselor in Training.
4. Develop and implement activities involving nature study, environmental education, outdoor living skills, arts and crafts, music, and outdoor recreation as they relate to weekly themes.
5. Leading large group/all camp activities and special events.
6. Implement discipline and behavior management procedures as needed.
7. Prepare and maintain instructional and recreational materials and other camp equipment.
8. Attend a training period prior to summer camp.
9. Assist with select evening, family, and overnight programs.
10. Ensure site clean-up following every day and after the summer camp season.
11. Assist in development and maintenance of the grounds and facilities.
12. Maintain a positive working relationship with all co-workers, campers, volunteers, parents, and visitors.
13. Be prepared and on time for scheduled work hours, programs, presentations, and meetings.
14. Maintain First Aid/CPR certifications, and provide first aid care to campers and staff as needed.
15. Assist with the development and implementation of contracted camp programs.
16. Check in with Camp Director or AD on arrival and departure every day.
17. Uphold the personnel policies and procedures of Woldumar Nature Center and represent the organization in a positive, professional manner. Adhere to WNC code of conduct and dress code during working hours.
18. Assist with other duties related to Woldumar's mission as assigned.

DESIRED QUALIFICATIONS & SKILLS:

1. Must be at least 18 years of age and able to pass a background check.
2. Ability to develop and implement lesson plans in environmental and outdoor education.
3. Experience working and or supervising young people in outdoor and group settings.
4. Background in science, natural history, recreation, childcare, education, interpretation, outdoor education or other related fields.
5. Certified or able to obtain first aid and CPR certification.
6. Specialty skills such as music, crafts, recreation, art, specific area of natural history, and education.
7. Possess a strong dedication to the natural world, and to the education, personal development, and care of young people.
8. Physical ability to work outdoors, lead hikes on rough terrain in all weather conditions, and provide first aid/CPR if necessary.
9. Able to lift a minimum of 30 pounds.
10. Responsible, flexible, innovative, friendly, and dedicated to environmental education.

ORIENTATION AND TRAINING:

1. On-the-job training and orientation will be provided on-site by staff.
2. Opportunities for professional development. First Aid/CPR/AED certification training provided.

Interested candidates should submit their cover letter, resume, and reference list (min 3) to Daniel Auer at programs@woldumar.org no later than April 1 of the current summer camp year.