



**Job posting for:** Counselor and Program Specialist: Nature Arts Director

**Reports to:** Program Director

**Status:** Seasonal, Full-time, June 17 – August 11, No programs: July 2-5, Typically Saturday and Sunday off, but schedule varies

**Location:** Camp Bovey – Residential Summer Camp in Gordon, WI

**Position Summary:**

To further the mission of the camp through the development and delivery of camper-focused, nature-centered arts and crafts activities that are safe, fun, and appropriate to the campers' age and abilities. Assist in the management of the arts and crafts building and related equipment and supplies. Assist in the primary care of campers. Responsible for planning and carrying out cabin activities and guiding campers in their personal growth and daily living skills.

**Purpose and Core Values:** The purpose of Camp Bovey is to provide fun and encouraging outdoor experiences that ignite curiosity, create connections, and grow confidence. Our core values are Caring, Sharing, Curiosity, and Connection.

**Major Challenge:**

The delivery of a safe and fun program for campers with varying degrees of knowledge, skills, and abilities.

**Major Job Responsibilities:**

1. Assist in the direction, supervision, and organization of campers in their living unit, within activities and throughout the camp in order to meet the intended camper outcomes.
  - Apply basic youth development principles in working with campers through communication, relationship development, respect for diversity, involvement and empowerment of youth.
  - Assure campers are properly supervised at all times.
  - Be aware of and implement safety guidelines.
2. Develop and deliver an arts and crafts program that is appropriate for the age and ability of the campers.
  - Write lesson plans that meet camp outcomes and the abilities of the campers.
  - Evaluate abilities of campers and staff.
  - Design and deliver arts and crafts activities that make use of different art mediums, make use of the camp's natural environment, and use the art resources most efficiently.
  - Evaluate the success of the arts and crafts program.
3. Assist in the implementation of staff training for arts and crafts.
  - Train other staff in their responsibilities at the arts and crafts range.
  - Ensure campers and staff follow safety procedures.
  - Assist counselors with the development of art kits for use by cabins and for special events.
  - Assist with planning and preparing creative reflection activities for all counselors to implement with campers daily

4. Assist in the management and care of the physical facilities and equipment in the arts and crafts program area.
  - Maintain the arts and crafts equipment.
  - Ensure the security of the arts and crafts equipment and supplies, including clear inventory and planning for replacement of supplies in a timely manner.
  - Conduct a daily check of the area and equipment for safety, cleanliness, and good repair.
  - Clean arts and crafts area, keeping it free of hazards and debris.

**Other Job Duties:**

- Participate enthusiastically in all camp activities, planning and leading those as assigned.

**Relationships:**

The Nature Arts Director is expected to maintain positive and professional relationships with all members of the staff team. The Nature Arts Director will work closely with the Program Director and the Camp Director. The Nature Arts Director will be expected to live with, communicate regularly, plan with, and share responsibilities with a co-counselor. Regular communication is expected with other activity leaders and youth leaders (Junior Counselors and Leaders in Training). The Nature Arts Director is expected to create and maintain professional communication with the camp business administrator, other East Side Neighborhood Services staff, and caregivers of campers at drop-off and pick-up.

**Equipment Used:**

Paint, yarn, beads, string, markers, glue, cleaning supplies (may include bleach products), toilet plunger, mop, broom, vacuum.

**Qualifications** (*Minimum qualifications and experience*)

- Documented experience in arts and crafts instruction or documented training and experience.
- Current certification in first aid and CPR or willingness to attain them through Camp Bovey.

**Knowledge Skills and Abilities:**

- Training and experience in teaching arts and crafts to children.
- Desire and ability to work with children outdoors in varied conditions.
- Experience in designing and making decorations and costumes for special events.
- Desire and ability to collaborate with the Bovey leadership team to create a Nature Arts program that **that ignites curiosity, creates connections, and grows confidence** in the campers.

**Physical Aspects of the Position**

- Ability to read, understand, and follow a written job list
- Ability to communicate and work with groups participating (ages 7 and up with varying skills) and provide necessary instruction to campers and staff.
- Ability to observe camper behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate behavior-management techniques.
- Visual and auditory ability to identify and respond to environmental and other hazards related to the activity.
- Physical ability to respond appropriately to situations requiring first aid. Must be able to assist campers in an emergency (fire, evacuation, illness, or injury) and possess strength and endurance required to maintain constant supervision of campers.

- Endurance including prolonged standing, some bending, stooping, and stretching. Walking and some running on uneven or sandy surfaces.
- Requires eye-hand coordination and manual dexterity to manipulate program equipment and activities. Requires normal range of hearing and eyesight to record, prepare, and communicate appropriate camper and staff activities/programs.
- Willing to live in a camp setting and work irregular hours delivering program in the facility available.
- Operate with daily exposure to various weather conditions.

**Compensation:** \$45 daily rate, \$1,800 season total

**Application deadline:** Feb 18, 2019

**Apply directly online:** <https://goo.gl/forms/xvi2she72za40BW33>

**Resume and cover letter should be submitted along with the application using the above link.** If you are unable to attach your either of those documents within the application, you may send them to East Side Neighborhood Services, 1700 Second Street NE, Minneapolis, MN 55413 or by email to [campboveyHR@gmail.com](mailto:campboveyHR@gmail.com) ; or visit our website at [www.esns.org](http://www.esns.org)

#### **AN EQUAL OPPORTUNITY AFFIRMATIVE ACTION EMPLOYER**

East Side Neighborhood Services is an Affirmative Action and Equal Opportunity Employer/Service Provider. All employees must be able to work across ethnic/racial/economic lines for effective communication, respecting and valuing the differences and strengths of each person.