



Job posting for: Counselor and Program Specialist: Outdoor Skills

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 outdoor skills activities that are safe, fun, and appropriate to the campers' age and abilities. Assist in the management of the outdoor skills equipment and supplies. Assist in the primary care of campers. Responsible for planning, teaching, coordinating, and carrying out 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 outdoor skills program that is appropriate for the age and ability of the campers and that utilizes the natural environment and the value of minimum-impact camping.
 - Write lesson plans that meet camp outcomes and the abilities of the campers and encompass skills in safety in the outdoors, orienteering, nature exploration, fire building, outdoor cooking, and other camp craft skills.
 - Evaluate abilities of campers and staff.
 - Design and deliver outdoor skills activities that ensure production of varied projects for each camper.
 - Evaluate the success of the outdoor skills program.
 - Co-lead and attend all overnight camping trips.
3. Ensure that camp staff and campers know and follow safety and educational procedures.
 - Assist in the implementation of staff training for outdoor skills.
 - Train other staff in their responsibilities in the outdoor skills program area.
 - Ensure campers and staff follow safety procedures.

4. Assist in the management and care of the physical facilities and equipment in the outdoor skills program area.
 - Maintain the outdoor skills equipment including the camping equipment as well as the Team-Building supplies.
 - Prepare and implement safety checks for outdoor skills and camping program areas as well as safety checks of team building areas.
 - Ensure the security of the outdoor skills equipment and team building supplies including clear inventory and planning for replacement of supplies in a timely manner.
 - Conduct daily check of area and equipment for safety, cleanliness and good repair.

Other Job Duties:

- Participate enthusiastically in all camp activities, planning and leading those as assigned.
- Monitor weather patterns and plan or adjust programming accordingly for the safety or quality experience of the campers

Relationships:

The Outdoor Skills Specialist is expected to maintain positive and professional relationships with all members of the staff team. The Outdoor Skills Specialist will work closely with the Environmental Education Director and the Program Director. The Outdoor Skills Specialist will be expected to live with, communicate regularly, plan with, and share responsibilities with a co-counselor. Regular communication is expected with the maintenance team in terms of facility and equipment needs or repairs, as well as other activity leaders and youth leaders (Junior Counselors and Leaders in Training). The Outdoor Skills Specialist will work closely with the health care staff and cook to ensure medical and dietary needs of campers are met and that trip plans have a clear emergency management plan. The Outdoor Skills Specialist 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:

Tenting equipment including tents of various styles, hiking packs, fire building equipment, hammer, drill, paint, shovel, cleaning supplies (may include bleach products), toilet plunger, mop, broom, vacuum.

Job Requirements and Qualifications: *(Minimum qualifications and experience)*

- Documented experience in outdoor skills instruction or documented training and experience.
- Current certification in first aid and CPR or willingness to attain them.
- Current lifeguard and archery certifications or willingness to attain them before the season begins (paid for by Camp Bovey).

Knowledge Skills and Abilities:

- Training and experience in teaching children.
- Desire and ability to work with children outdoors in varied conditions.
- Desire and ability to collaborate with the Bovey leadership team to create an Outdoor Skills program that **that ignites curiosity, creates connections, and grows confidence** in the campers.

Physical Aspects of the Position

- 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.
- Ability to observe staff behavior, assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate 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 ; or visit our website at 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.