

Camp Wonderful

Job Description

Job Title: **Program Specialist: Nature or Environmental Education**

Incumbent:

Classification: *Nonexempt (Seasonal)*

Reports to: *The position generally would report to the Program Director. Although in some camp operations, this position may be part of an environmental education department and report to the director of that department.*

Position Purpose:

To further the mission of the camp through the development and delivery of nature or environmental activities that are safe, fun, and appropriate to the campers' age and abilities and reflect the camp's commitment to stewardship of the natural environment.

Essential Job Functions:

1. Develop and deliver a nature or environmental program that is appropriate for the age and ability of the campers and utilizes the camp's natural environment
 - ♦ Write lesson plans that meet camp outcomes and the abilities of the campers and encompass environmental studies with topics such as geology and soils, plant adaptations, wildlife habitat, basic astronomy, water studies, animal science, and natural history.
 - ♦ Implement a variety of age and ability appropriate activities in the above stated environmental areas.
 - ♦ Evaluate the success of the nature or environmental program.
2. Ensure that camp staff and campers know and follow safety and educational procedures
 - ♦ Assist in the implementation of staff training for nature or environmental studies.
 - ♦ Train other staff in their responsibilities in their nature or environmental studies.
 - ♦ Ensure campers and staff follow safety procedures.
3. Assist in the management and care of the physical facilities and equipment in the nature or environmental program area
 - ♦ Maintain the nature or environmental equipment including *(Please list any specific equipment or supplies that may be the responsibility of this position. Include specialty items such microscopes).*
 - ♦ Be responsible for observing hazards or enhancements in the natural environment and alerting other appropriate staff.
 - ♦ Ensure that the nature or environmental equipment and supplies are inventoried and steps are taken to replace them in a timely manner.
 - ♦ Conduct a daily check of the area and equipment for safety, cleanliness, and good repair.

Other Job Duties:

- ♦ Participate enthusiastically in all camp activities, planning and leading those as assigned.
- ♦ Participate as a member of the camp staff team to deliver and supervise evening programs, special events, overnights, and other all-camp activities and camp functions.

Relationships:

Program Specialists often have direct relationships with the counseling staff and may actually serve as a counselor with a camper group when not on duty in their activity area.

Equipment Used:

Identify the specific equipment and supplies utilized in this program area.

Qualifications (*Minimum qualifications and experience*)

- ♦ Documented experience in nature or environmental instruction or documented training and experience.
- ♦ Current certification in first aid and CPR.

Knowledge Skills and Abilities:

- ♦ Training and experience in teaching nature or environmental studies to children.
- ♦ Desire and ability to work with children outdoors in varied conditions.
- ♦ Knowledge of natural history, biology, ecology, and related fields.
- ♦ Experience with care and maintenance of natural displays and exhibits.

Physical Aspects of the Position:

- ♦ Ability to communicate and work with groups participating (age and skill levels) 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.

Some physical requirements of a nature or environmental position could be endurance including standing, walking or hiking, some bending, stooping, and stretching. Verbal communication to groups of campers in an outdoor setting. Requires eye-hand coordination and manual dexterity to set up equipment and assist campers. Requires normal range of hearing and eyesight to record, prepare, and communicate appropriate camper activities/program. Willingness to live in a camp setting and work irregular hours delivering program in the environment available.