

PIEDMONT PARK CONSERVANCY

Position Description

Job Title: EnviroVentures Specialist Counselor

Reports To: Director of Programs

SUMMARY

Specialists Counselors are responsible for supervising, motivating, and acting as role models for all participants in the Summer Camp program. Specialist Counselors share their enthusiasm for science and nature while exploring Piedmont Park. Our summer camp is full of outdoor activities and adventures that need counselors with positive attitudes to guide their campers through a summer full of fun! 2019 Summer Camp dates are May 28-August 2.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

- Assist supervisors with set up and break down of daily activities
- Lead occasional whole camp activities as assigned (morning welcome, daily wrap-up etc.)
- Manage rotating decorations including weekly bulletin board and big room decorations
- Serve as camp photographers
- Manage assigned weekly activities focusing on environmental education, sports and recreation, and arts and crafts throughout each week
- Maintain all supplies for activities each week and make supplies available to counselors including setup and breakdown of activities
- Provide assistance to counselors as needed in executing activities and arts and crafts
- Assist in supervision of free play, playground visits and other times as assigned.
- Assist campers with their personal belongings and manage appropriate group space in the camp "Big Room."
- Assist in supervision of bathroom visits and changing areas
- Complete written reports of camper behavior and incidents as needed
- Build and maintain good morale in all camp groups
- Assist with supervision of campers at the pool; counselors will participate during swim time, and monitor beginning swimmers, but not act as lifeguards.
- Facilitate proper group behavior in all aspects of camp
- Maintain a positive attitude toward campers, fellow staff, supervisors, and the camp program through positive words and positive leadership
- Model promptness, manners, language, appearance and health for camp participants and parents

- Model respect and care for the environment and the grounds of Piedmont Park
- Demonstrate a love for nature and science and an enthusiasm for sharing it with camp staff and campers
- Performs other related duties as required

SUPERVISORY RESPONSIBILITIES

No staff supervisory responsibilities.

QUALIFICATIONS, EDUCATION and/or EXPERIENCE

- At least 18 years of age
- Experience working with children in an educational setting
- Experience working with a team of staff in a busy setting
- Experience or training significant for camp programming

OTHER SKILLS, EXPERIENCE OR CERTIFICATIONS

- Strong verbal communication skills
- Organized and able to meet deadlines
- Detail oriented, self-starter
- Enthusiasm for learning and teaching
- Comfort with the natural world (sun, bugs, dirt etc.)
- Good judgment and leadership skills
- Ability to adapt to changing needs and circumstances

PHYSICAL DEMANDS

- Ability to work outdoors all day in hot, humid conditions
- Daily Swimming- Camp staff participate in recreational swim time with campers daily.
- Ability to walk up to 4 miles a day and lift up to 50lbs

EFFECT ON END RESULT

Camp programs will operate smoothly and be carried out successfully. Participants will enjoy a safe, educational, and rewarding experience.

Please email your resume and cover letter to:

Louise Harris
Director of Programs
Piedmont Park Conservancy
E-mail: lharris@piedmontpark.org