

# Job Description — Various Positions

**Title** Camp Molly Lauman Resident Camp Seasonal Staff – Various Positions

**Purpose of Job** To support the Girl Scouts of Ohio's Heartland Resident Camp program by assisting with day to day operations of camp. To support welfare of the campers and staff consistent with Girl Scouts of the USA (GSUSA), the American Camp Association (ACA), state and local camp standards.

Working at camp can be a fun life changing experience but it is also a great place to build a variety of skills that future employers are looking for. Skills you'll develop at camp this summer include conflict resolution, interpersonal skills, creativity and problem solving, management skills, time management and prioritization, plus valuable experience working directly with children. Many camp positions provide the opportunity to be certified in a variety of outdoors skills, such as archery, first aid, or canoe. Girl Scouts focuses on building girls of courage, confidence, and character. Your role at camp is to support that mission and facilitate impactful experiences in the outdoors.

**Responsible To** Senior Program Manager

## Minimum Qualifications – All Positions

- Desire and the ability to work with children in the outdoors and live in a remote, rustic outdoor setting for the duration of employment.
- Ability to work with people or persons of diverse backgrounds and abilities.
- Ability to make decisions and act wisely in an emergency
- Age requirements vary by position at increments of 16, 18, and 21 years of age.
- Good character, integrity, ability to adapt to an outdoor environmental setting, enthusiasm, a sense of humor, patience, and self-control.
- Ability to maintain the highest regards for safety always in accordance with GSUSA's Safety Activity Checkpoints and ACA Guidelines.
- Acceptance of and adherence to the purposes and principles of Girl Scouting as embodied in the Promise and Law.
- Currently, or willing to be, a registered member of Girl Scouts of the USA.

## Specific Responsibilities Per Position

- **Camp Director** – Manages the overall operations of camp, including staffing reviews, oversight of staffing assignments, record keeping, customer service, and interpretation of the policies and safety procedures on site. Applicants should have supervisory experience and the ability to handle sensitive or crisis situations as the highest-ranking staff member on-site. Applicants must be 21 years of age or older and have a valid Driver's License.
- **Assistant Camp Director** – Assists the Camp Director in the development, implementation, evaluation and administration of the council's Resident Camp program at Camp Molly Lauman. Supervisory experience preferred. Applicants must be 21 years of age or older and have a valid Driver's License.
- **Program Director** - Manages the program staff assignments and takes lead in planning and implementing camp activities and events for Resident Camp. Applicants must be 21 years of age or older and have a valid Driver's License.
- **Head Counselor** – Oversees the counselor staff assignments, works to resolve conflict between counselor staff, and assists with ongoing training and staff evaluation. Applicants must be 21 years of age or older and have a valid Driver's License.

## Specific Responsibilities Per Position

- **Counselor in Training & Junior Staff Director** - Manages the Counselor in Training and Junior Counselor programs, including planning, organizing and directing these programs. Applicants must be 21 years of age or older and have a valid Driver's License.
- **Healthcare Manager (1)** – Please contact kpoole@gsch.org for job description details.
- **Healthcare Assistant (1)** – Please contact kpoole@gsch.org for job description details.
- **Unit Leader (7)** - Provides leadership to the camp unit, including the direct supervision and guidance of Unit Counselors. Ensures a quality experience by meeting camper needs and carrying out camp activities. Applicants must be 18 years of age or older.
- **Unit Counselor (18)** - Provides a quality camp experience through the planning, teaching, coordinating, and carrying out of activities. Guides campers in their personal growth. Applicants must be 18 years of age or older.
- **Head Lifeguard (1)** - Manages the physical operation of the waterfront equipment and facilities (pools and lake). Applicants must be 21 years of age or older and have a valid Driver's License. Assists healthcare team with first aid as needed. Training are provided.
- **Lifeguard (9)** - Provides a quality Girl Scout Leadership Experience through planning, teaching, coordinating, and carrying out of activities. Guides campers in their personal growth. Provides supervision and ensures a safe environment at camp's waterfront activities. Applicants must be 18 years of age or older. Training is provided.
- **Kitchen Manager (1)** – Oversees the kitchen staff, tracks and monitors inventory of food and supplies, works to adjust menu as needed and adjusts to accommodate various food restrictions. Upholds kitchen food safety standards and ensures that all meals are served safely and on time. Applicants must be 21 years of age or older.
- **Cook (3)** – Works with the kitchen team to prepare all camp meals and upholds safety standards. Applicants must be 18 years of age or older. Private housing quarters are provided in this role.
- **Junior Staff (8)** – Learns a variety of aspects of camp and works either in the units or as an instructor for camp activities. Applicants must be 16 years of age or older. Opportunities available for half or full summer.

**Job Classification** Seasonal (Full time late May – early August)