

JOB DESCRIPTION

Title Maple Syrup Production Assistant

Purpose of Job To support the Girl Scouts of Ohio's Heartland Maple Syrup program by assisting with the production of maple syrup and facilitating educational programming relating to the program. 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.

Responsible To Program Manager

Specific Responsibilities

Maple Syrup Education

- Support the educational outcomes of the Maple Syrup Program by preparing materials for and facilitating relevant programming.
- Participate in evaluation of programs as requested and make recommendations for future programs.
- Ability to observe participant behavior and apply appropriate behavior management techniques when necessary.

Maple Syrup Production

- Participate in training on equipment relevant to maple syrup production.
- After completing training, will be responsible for supporting the Program Manager in the production of maple syrup by assisting with;
 - Collection, and transfer of sap from sugar bush to sugar house
 - Evaporating of sap into maple syrup using the evaporating equipment
 - Bottling, and handling of produced maple syrup
 - Maintain the cleanliness of the sugar house, evaporating equipment, gathering vehicle, tanks, etc.
 - Conducting all safety checks safety checks before and after each boil.
- Work with volunteer groups to assist in the production of maple syrup
- Work with Program Manager to ensure all maple syrup projects are happening in a timely fashion by maintaining Maple Syrup Project sheets and asks necessary questions to complete projects

General

- Provide an atmosphere for developing good morale and well-being among the camp family.
- Maintain positive, friendly relationships with caregivers, volunteers, participants and general public.

- Prepare for and actively participate in staff training, meetings, supervisory conferences and formal staff evaluation.

These are not the only duties to be performed. Some duties may be reassigned, and other duties may be assigned as required.

Minimum Qualifications

- Desire and the ability to work with children and adults in the outdoors.
- Desire to understand the full operation of the Maple Syrup Program.
- Ability to work with people or persons of diverse backgrounds and abilities.
- Ability to make decisions and act wisely in case of fire, injury or other form of emergency
- Ability to furnish own reliable transportation and hold a current driver's license.
- At least 18 years of age.
- Ability to learn new skills quickly and follow through on basic instructions with minimum supervision.
- Ability to work nights and weekends
- Ability to write and speak effectively, count, add, subtract, multiple, divide, read and comprehend.
- Ability to apply common sense understanding to carry out and furnish instructions to others in written, oral or diagram form.
- Ability to lift and or move up to 50 pounds.
- Possess strength and endurance to work in an active, cold, rustic outdoor environment while remaining flexible with projects due to the weather dependent nature of maple syrup production.
- 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.
- 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.
- Documented training and experience in environmental education (preferred).
- CPR and First Aid Certification (preferred).

Job Classification

Seasonal (15-30 hours per week, December-March)

Signature _____

Today's Date _____