

Job Description

Title Nature Specialist
Responsible To Program Director
Job Classification Seasonal

Purpose of Job To develop and maintain the camp's outdoor education, garden and culinary programs leading to a quality experience consistent with Girl Scouts of the USA (GSUSA) and the American Camping Association (ACA) camp standards.

Minimum Qualifications

- Training and experience in outdoor education, nature exploration, garden maintenance, and healthy eating.
- Ability to set up program and demonstration area, and to teach skills to staff and campers of all ages.
- Desire and the ability to work and live with children outdoors.
- Commitment to the implementation of managing diversity and can work with people or persons of diverse backgrounds and abilities.
- Ability to relate to one's peer group and work as a team.
- Ability to accept supervision and guidance.
- Ability to teach and assist in teaching an activity.
- Good character, integrity, ability to adapt to a camp setting, enthusiasm, a sense of humor, patience, and self-control.
- Ability to maintain the highest regards for safety at all times in accordance with GSUSA's Safety Activity Checkpoints and ACA Guidelines.
- Ability and willingness to place the needs of youth and camp above personal desires.
- Acceptance of and adherence to the purposes and principles of Girl Scouting as embodied in the Promise and Law.
- Belief in the Girl Scout camping objectives and desire to work toward achievement of them.
- Current CPR and First Aid Certification preferred.
- High school graduate or equivalent and at least 18 years of age.

Specific Responsibilities

Nature/Outdoor Education

- Set up program area, establish a outdoor education program, and provide all staff with an orientation to designated program area during staff training.
- Become familiar with age-level specific badge and Journey programs. Develop and lead nature activities that will help p girls meet related requirements, goals, and outcomes of Girl Scout programs.
- Conduct daily check of area and equipment for safety, cleanliness and good repair; teach and monitor proper use of equipment and supplies.
- Submit requests for equipment and supplies when needed, ensuring timely arrival of materials.
- Conduct initial and end-of-season inventory, store equipment for safety, and create a checkout and return system for nature education supplies.
- Write session outlines and lesson plans that allow for progression of activities to accomplish specific goals.

Evaluate current season and making suggestions for the following season in end of summer written report.

Garden/Culinary

- Maintain garden area, including tools and shed area. Ensure proper watering, weeding, and harvesting takes place, as well as compost maintenance.
- Provide staff orientation to designated program area during staff training.
- Become familiar with age-level specific badge and Journey programs. Develop and lead garden and food based activities that will help p girls meet related requirements, goals, and outcomes of Girl Scout programs.
- Conduct daily check of area and equipment for safety, cleanliness and good repair; teach and monitor proper use of equipment and supplies.

- Submit requests for equipment and supplies when needed, ensuring timely arrival of materials.
- Coordinate with kitchen staff in regards to what ingredients can be used for meals and what campers can help prepare.
- Teach campers proper food safety precautions. Facilitate the preparation of age-appropriate recipes for their own consumption and that of the entire camp.
- Teach campers proper kitchen safety, including the use of knives, boiling water, and hot surfaces.
- Conduct initial and end-of-season inventory and store equipment for safety.
- Write session outlines and lesson plans that allow for progression of activities to accomplish specific goals.
- Evaluate current season and making suggestions for the following season in end of summer written report.

General

- Prepare for and actively participate in staff training, meetings, supervisory conferences and formal staff evaluation.
- Assist with opening and closing day procedures as directed by camp administrators.
- Assist in units as needed.
- Assist in the implementation of all-camp activities, campfires, and mealtime supervision.
- Submit all required weekly and end-of-season reports on time.
- Manage personal time off in accordance with camp policy.
- Maintain good public relations with parents, campers and general public.
- Participate in ongoing program evaluation of campers.
- Inform camp director of any camper or staff concerns.
- Act as a role model for campers and staff in behavior and attitude, following the Girl Scout Promise and Law, camp procedures and policies, especially those pertaining to dress, cleanliness, smoking, alcoholic beverages, and the use of drugs.
- Assist in conducting initial and end of season inventory, storing and keeping equipment in good condition and in packing all materials and supplies at the end of season.

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

Essential Functions

- Ability to properly use the camp’s nature equipment, supplies and/or wildlife which is designed for children and youth.
- Ability to write and speak effectively, count, do math to adjust plans, read and comprehend.
- Ability to effectively present information and respond to questions from group members, youth and the general public.
- Ability to apply common sense understanding to carry out and furnish instructions to others in written, oral or diagram form.
- Ability to deal with problems involving several concrete variables in standardized situations.
- Ability to observe camper behavior assess its appropriateness, enforce appropriate safety regulations and emergency procedures, and apply appropriate behavior management techniques.
- Visual and auditory ability to respond to environmental and other hazards related to nature activities.
- Ability to lift and or move up to 30 pounds.
- Possess strength and endurance to maintain supervision of campers.

I acknowledge receipt of this job description and understand and agree to adhere to all the conditions set forth.

Signature

Printed Name

Date